The Union of
Southwest Airlines Flight Attendants
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TWU Local 556
Executive Board Meeting
August 15-17, 2017
Synopsis

Tuesday
August 15, 2017

Audrey Stone called the Meeting to order at 0900.

TWU Local 556 Executive Board Members Audrey Stone, Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Rachel Brownfield, Pamila Forte-Oak, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, John DiPippa, Jimmy West and Donna Keith were present at the Meeting.

Matt Hettich was excused for vacation.

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

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

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

Sam Wilkins made a **motion (1)** to excuse Matt Hettich from this week's Executive Board Meeting for vacation. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Yea
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	Excused
Rachel Brownfield	Yea

Pamila Forte-Oak	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

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

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

Southwest Airlines Inflight Management Representatives Mike Sims, Henry Townsend, Tammy Schaffer and Wayne Shaw entered the Meeting at 0950.

Henry Townsend reported on the high number of sick duty periods and trends of the previous week. There was discussion regarding Management's criteria for declaring Emergency Sick Call Procedures (ESCP) in effect and how the criteria changed depending on several factors. There was discussion regarding Flight Attendant staffing levels and the retirement of the 737-300 from the Southwest Airlines fleet. Henry reported that Southwest Airlines currently staffed 25-26 Flight Attendants per 737-800 aircraft and 17-18 Flight Attendants per 737-700 aircraft. Jimmy West discussed alleged flight delays being charged to Flight Attendants, who were then not told about it. Henry noted that the delay codes were being re-written, partially due to the fact the "IF01 code," charged to Flight Attendants, was the most abused delay code system-wide. Mike Sims noted that Management had been given the directive to ignore IF01 delay codes. Mike said that Management followed up on IF04 delay codes. Brett Nevarez discussed ongoing problems with Cintas and Flight Attendants who had still not received their new uniform pieces. Mike Sims noted that Management was currently working with Cintas to correct the problem. Michael Massoni inquired as to why there were no 737-800 lines being constructed, where all four Flight Attendants worked an entire trip together. Wayne Shaw said that he would find out. Michael Massoni discussed continued problems with Crew Members gate-checked bags. Mike Sims will look into it. Michael Massoni reported the TWU Local 556 would like to have a representative on the upcoming 737-MAX proving runs. Mike Sims said that he would ask Jamie Willard to provide a seat for a TWU Local 556 representative. Sam Wilkins asked that Southwest Airlines Management pay for the insurance on Flight Attendants' Inflight Electronic Flight Bags (IEFB), since the devices would now be used as points of sale. Sam Wilkins inquired as to the appropriate Management personnel to refer Flight Attendants who had become ill after eating a Crew Meal. Rachel Brownfield discussed the large amount of ground time that Flight Attendants were experiencing in the current flight schedule. Henry said that he would provide Rachel with statistics regarding the current amount of ground time in the schedule. There was discussion regarding the fact that Flight Attendant Uniforms were still not available in all bases. Tammy and Mike will look into it. There was discussion regarding Operations Agents believing that boarding begins at a specific time, no matter the situation. Donna Keith discussed maternity uniforms.

The Southwest Airlines Inflight Management Representatives left the Meeting at 1055.

The Executive Board took a break at 1057 and reconvened at 1110.

Executive Board Members Audrey Stone, Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Rachel Brownfield, Pamila Forte-Oak, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, John DiPippa, Jimmy West and Donna Keith were present at the Meeting.

Matt Hettich was excused for vacation.

Heather Kelly-Gray was away conducting Union business.

The Executive Board continued to review the July 2017 Executive Board Meeting Minutes.

Audrey Stone submitted two pieces of correspondence including a letter of thanks to Audrey Stone for TWU Local 556's support of TWU Locals 513, 567 and 591s in their struggle with American Airlines for a fair Contract, and a request from Pride at Work Arizona President Jim Volpe to fund annual memberships for TWU Members.

Brett Nevarez made a **motion (2)** to donate $300 to Pride at Work Arizona to renew annual memberships. Michael Massoni **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Audrey Stone submitted five pieces of correspondence including a letter from Kaiser Permanente, a letter from TWU International regarding staffing changes, an email from TWU International regarding the fact that TWU Local 556 Vice President and Operational Safety Chairperson Michael Massoni was joining the TWU International's Staff to assist with health, safety and wellness work, a letter from TWU International regarding the upcoming Constitutional Convention, and a letter from the John Samuelsen Slate requesting the support of the TWU Local 556 Executive Board. There was discussion.

Michael Massoni made a **motion (3)** to support the Samuelson 2017 slate. Cuyler Thompson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board went to lunch at 1253 and reconvened at 1415.

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

Matt Hettich was excused for vacation.

TWU Local 556 Education Committee Co-Chairpersons Angie Kilbourne and Josh Rosenberg and Facebook Group Administrators Carolee Weatherbee and Brad Voyik were guests at the Meeting to discuss the 90 day test period of the Union’s Official Facebook Group.

Angie Kilbourne, Josh Rosenberg, Carolee Weatherbee and Brad Voyik were excused at 1504.

Sam Wilkins made a **motion (4)** to approve the Official TWU Local 556 Facebook Group with the current hours of operation as a service for our Members. Heather Kelly-Gray **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Yea
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	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board took a break at 1527 and reconvened at 1540.

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

Matt Hettich was excused for vacation.

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

The Executive Board discussed the 3rd Membership Meeting of the year, which would be conducted and simulcast electronically to all ten Flight Attendant Domiciles on Monday, November 13 with the assistance of the E-Membership Meeting Feasibility Committee.

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

Audrey reports that she participated in the Diversity and Inclusion Training on July 14, along with other Members of the TWU Local 556 Executive Board. She has participated in Grievance Meetings with TWU Local 556 and Southwest Airlines Labor Relations on July 24, 26, 31, and August 3. She met with Vice President Inflight Sonya Lacore, Senior Director Labor Relations Brendan Conlon, and 1st Vice President Michael Massoni on July 20. Audrey also met with Sonya again on July 31. She attended meetings led by Director Inflight Operations Mike Sims regarding Emergency Sick Call Procedures (ESCP) July 20 and August 14 along with Michael Massoni and Board Member at Large Sam Wilkins. Audrey and Board Member at Large Heather Kelly-Gray met with Senior Director Onboard Experience and Policy Steve Murtoff on July 18. She and Heather met with the ESCP Ad-Hoc Committee July 19-20, and also met with Southwest Airlines July 19 to review data. They met again August 10. Audrey joined other TWU Sisters and Brothers in supporting American Airlines Mechanics in their Contract protest at Dallas/Ft. Worth International Airport July 26. She and 2nd Vice President Brett Nevarez met with other Southwest Airlines Union Leaders in the quarterly labor summit July 27. They attended a meeting regarding the Letters of Understanding/Q and A’s for the Contract, along with Brendan and Senior Director Labor Relations Naomi Hudson the same day; in addition, they also attended the Southwest Airlines Union Leadership Briefing, along with Michael Massoni. Audrey met with Senior Manager Dave Kissman August 1. She participated in a conference call regarding the ongoing Membership Survey on August 4. Lake Research has completed phase 1 and is working on the survey draft, which will be phase 2. Audrey has also worked with the Southwest Airlines and TWU Local 556 LODO Subcommittee to finalize a long term LODO Agreement, and the committee met on August 9. She participates in Grievance Team Staff Meetings, and continues to be available to team members. She has also been assisting with preparing for the upcoming TWU International Convention next month.

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

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

Audrey Stone passed the gavel to Michael Massoni at 1651.

Michael Massoni chaired the Meeting.

Audrey Stone made a **motion (5)** to purchase 100 AMFA sunshades in support of their continued contract fights. Stacy Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Yea
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	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Audrey Stone made a **motion (6)** to purchase billboard space jointly with TWU Local 555, SWAPA and AMFA, not to exceed $5,000. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Yea
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	Excused
Rachel Brownfield	Yea

Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Michael Massoni passed the gavel to Audrey Stone at 1653.

Audrey Stone chaired the Meeting.

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

> *On Friday, August 11, the Scholarship Selection Committee met to review applications and award scholarships for the Madeleine Howard Scholarship and Robert “Trebor” McDowell-Atkins Scholarship. Unfortunately, no eligible applications were submitted for the Paul Gaynor Scholarship. The Committee consisted of Scholarship Committee Chairperson, Jessica Parker, Financial Secretary-Treasurer, John Parrott, and Dr. Maria Dixon-Hall, Associate Professor of Communication Studies at Southern Methodist University. Dr. Dixon-Hall submitted her rankings and analysis via email. Akili Sundai, daughter of Boniswa Sundai, was selected to receive the Madeleine Howard Scholarship and Whitney Sigall, daughter of Spencer Sigall, was selected to receive the Robert “Trebor” McDowell-Atkins Scholarship. Jessica notified all applicants who were not selected and encouraged them to apply again in subsequent years. Jessica notified those who were selected to receive scholarships and a publication will go out to the Membership by August 20.*

John Parrott made a **motion (7)** that for this year the Executive Board authorizes the TWU Local 556 Scholarship Committee to award a second Madeleine Howard Scholarship in the amount of $2,500 because no qualified applicants submitted an application for the Paul Gaynor Scholarship. Heather Kelly-Gray **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Yea
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	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

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

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

The motion **carried**.

Audrey Stone recessed the Meeting at 1725.

Wednesday
August 16, 2017

Audrey Stone called the Meeting to order at 0905.

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

Matt Hettich was excused for vacation.

The Executive Board discussed the upcoming TWU Constitutional Convention and the election of Convention Delegates.

TWU Local 556 Communications Committee Member Drew Kennedy and BlueWolf company representative Aaron Duran entered the Meeting at 0916 to discuss the ongoing Laborsoft Grievance Database replacement project.

Aaron Duran was excused at 0940.

The Executive Board discussed the BlueWolf Company and Laborsoft Grievance Database replacement project with Drew Kennedy.

Drew Kennedy was excused at 0958.

Sam Wilkins made a **motion (9)** to approve the SalesForce implementation as presented. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Yea
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	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Southwest Airlines Representative Claire Taitte entered the Meeting at 1001 to discuss Language of Destination/Origin (LODO) Subcommittee Agreement.

Audrey Stone submitted copies of a proposed re-negotiated LODO Subcommittee Agreement.

Grievance Committee Co-Chairperson Brandon Hillhouse entered the Meeting at 1006.

Claire Taitte and Brandon Hillhouse were excused at 1045.

Sam Wilkins made a **motion (10)** to approve the LODO Subcommittee Agreement as presented. Heather Kelly-Gray **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Yea
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Nay
Sam Wilkins	Yea

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

The motion **carried**.

Jessica Parker made a **motion (11)** to suspend the Agenda to move to new business item. Michael Massoni **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board took a break at 1050 and reconvened at 1107.

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

Matt Hettich was excused for vacation.

Donna Keith submitted the interim **Signature Verification Committee Report**:

Three weeks have passed since the Signature Verification Committee's (SVC) last update to the Membership on the progress of Signature Verification Process on the Recall Petition. Since our last update, the SVC has met and examined signatures on the following dates:

- *May 30, 31*
- *June 1, 2*
- *June 5, 6, 7, 8, 9*
- *June 19, 20, 21, 22, 23*
- *July 14,*
- *July 17, 18, 19, 20, 21*
- *July 24, 25, 26, 27, 28*
- *July 31*
- *August 1, 2, 3, 4*
- *August 8, 9, 10, 11*

We are working as fast as possible while still being thorough, and at no time has the SVC committed to a date for completion of the verification process. There would be no way to reasonably estimate any time frame for completion. In the last two weeks, there have been some inquiries about the process and the lengthy time needed to complete all the steps the SVC has been tasked with in accordance with our Bylaws and the instructions from TWU International. In order to answer those questions, we will briefly explain the process to help you all understand what is being looked at while the verification process is being conducted. When examining signatures, the SVC examines every signature on every line of every page. As of August 11, the SVC has examined 4,391 signatures. During the examination process the SVC verifies each signature, employee number, and date for a number of criteria, and under each criterion there are subsets.

Legibility
The first thing examined is legibility and whether or not the SVC can determine the signature, employee number, and date.

Name of employee

- *Is the employee currently an SWA employee?*
- *Were they an employee when the signature was dated?*
- *Were they an employee up to the date the Petition was submitted?*
- *Was the employee a Member of TWU Local 556 when the signature was dated?*
- *Was the employee a Member of TWU Local 556 when the petition was submitted?*
- *Does the signature match the employee number on the petition?*
- *How many times has the employee signed the petition?*

Employee number

- *Is there an employee number?*
- *Is the employee number a valid SWA employee number?*
- *Does the employee number match the signature on the petition line?*
- *Does the employee number reflect a current SWA employee?*

Date of signature

- *Is there a date?*
- *Is the date complete?*

- *Is the date of the signature within the one-year parameter of acceptability outlined in TWU Local 556 Bylaws for validity?*

As you all can see there is more to the verification process than simply checking off employee numbers on the SWA seniority list. With all those criteria in mind and the current tally of signatures examined, that makes approximately 65,865 criteria checks that have been verified as of August 11, 2017.

While working through the petition pages there have been a number of discrepancies that have been noted including but not limited to:

- *Duplicate signatures*
- *Triplicate signatures*
- *Quadruplicate signatures*
- *Illegible signatures*
- *Signatures that do not match employee numbers*
- *Signatures of Members who no longer work at SWA*
- *Signatures of non-Members of TWU Local 556*
- *Signatures of Members in Bad Standing at signature or petition submission*
- *Employee numbers that are not valid SWA employee numbers*
- *While verifying, the SVC found the signature of a deceased Flight Attendant dated five months after their death.*

With all these things to consider and double check, the SVC is committed to providing the most accurate and fair assessment of all signatures. As stated in our Interim Report dated July 25, 2017:

- *May 31: Mr. Verde, counsel for Ms. Jackson, attended the session of the verification process.*
- *May 31: Ms. Jackson attended the session of the verification process*
- *June 7: Ms. Jackson stopped in briefly while the committee was in session*
- *July 24: Documents were delivered to the TWU 556 Union Office via Ms. Jackson's designee at approximately 10:45 a.m. The documents were immediately secured in the TWU 556 safe. The SVC has offered two dates to Ms. Jackson and her counsel to attend the sessions and witness the examination of the original pages requested, August 22 and August 23.*

The only addition to this list is:

- *August 11: Ms. Jackson's designee attended a portion of the day's session to witness the process*

For all scheduled sessions, the SVC has made sure to notify Ms. Jackson, her counsel, and all named members of the petition of any and all scheduled sessions of the Signature Verification Committee so any or all of them have had the opportunity to attend and witness any or all of the sessions. The SVC will continue the verification process and work diligently to complete the process in the most timely manner possible.

There was discussion.

Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse, and Grievance Committee Members Beth Ross and Liz Howayeck entered the Meeting at 1217 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1230 to discuss the merits of a Grievance.

Beth Ross and the Grievant were excused at 1244.

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

Grievance Committee Member Renda Marsh entered the Meeting at 1248 to discuss the merits of a Grievance.

The Executive Board spoke with a Grievant via conference call at 1250.

David Jackson made a **motion (13)** not to proceed on a Grievance. Stacey Vavakas **seconded** the motion. The motion **carried**.

The Executive Board went to lunch at 1300 and reconvened at 1420.

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

Matt Hettich was excused for vacation.

Grievance Team Member Tye Shirley and Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse were guests at the Meeting to discuss the merits of a Grievance.

Cuyler Thompson left the Meeting at 1422 to attend to computer issues.

Sam Wilkins recorded the Minutes of the Meeting.

The Executive Board spoke with a Grievant via conference call at 1425.

Tye Shirley was excused at 1450.

Cuyler Thompson returned to the Meeting at 1450.

Jimmy West made a **motion (14)** to proceed on a Grievance. Pamila Forte-Oak **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (15)** not to proceed on seventeen Grievances per the recommendation of the Grievance Review Committee. David Jackson **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (16)** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (17)** to proceed on four Grievances per the recommendation of the Grievance Review Committee. John DiPippa **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (18)** to revisit a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (19)** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (20)** to revisit a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (21)** to approve the settlement for a Grievance as presented. Brian "BR" Ricks **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (22)** to revisit a Grievance. David Jackson **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (23)** to revisit a Grievance. David Jackson **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (24)** not to proceed on a Grievance. Michael Massoni **seconded** the motion. The motion **carried**.

The Executive Board took a break at 1546 and reconvened at 1613.

Executive Board Members Audrey Stone, Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Rachel Brownfield, Pamila Forte-Oak, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, Jimmy West and Donna Keith were present at the Meeting.

Matt Hettich was excused for vacation.

John DiPippa was absent.

Part-time Office Team Member Liz Howayeck and Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse were guests at the Meeting to discuss the merits of a Grievance.

Sam Wilkins made a **motion (25)** to revisit two Grievances. Jimmy West **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion (26)** to accept the settlement letter on a Grievance as presented. Sam Wilkins **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion (27)** to accept the settlement letter on a Grievance as presented. Sam Wilkins **seconded** the motion. The motion **carried**.

John DiPippa returned to the Meeting at 1635.

Sam Wilkins made a **motion (28)** to revisit a Grievance. Rachel Brownfield **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion (29)** to accept the settlement to a Grievance as presented. Jimmy West **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (30)** to revisit four Grievances. Jimmy West **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (31)** to revisit a Grievance. Rachel Brownfield **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (32)** not to proceed on a Grievance. Michael Massoni **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (33)** to revisit a Grievance. David Jackson **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion (34)** not to proceed on a Grievance. Sam Wilkins **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (35)** to revisit two Grievances. David Jackson **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (36)** to revisit a Grievance. David Jackson **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (37)** to accept the settlement to a Grievance as presented. Michael Massoni **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion (38)** to recess. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Yea
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	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea

Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Audrey Stone recessed the Meeting at 1832.

<u>Thursday</u>

August 17, 2017

Brett Nevarez called the Meeting to order at 0902.

Executive Board Members John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Rachel Brownfield, Pamila Forte-Oak, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, Jimmy West and Donna Keith were present at the Meeting.

Audrey Stone and Michael Massoni were excused for Union business.

Matt Hettich was excused for vacation.

John DiPippa was excused for personal reasons.

Heather Kelly-Gray submitted her **Officer's Report**:

> *Heather reports that she attended Diversity and Inclusion Training on July 14. Heather continues to work with Steve Murtoff on addressing uniform issues for Non-Binary Members. Heather met with Brendan Conlon and Claire Taitte, with Audrey Stone and the ESCP Ad-Hoc Committee on July 20 and August 10 to discuss sick call trends and the implementation of ESCP. Heather assisted the Official Facebook Team by acting as an Admin as needed. Heather continues to contribute to the Fast Fact Friday Team. Heather met with Matt Hettich and other Right to Work Ad-Hoc Committee Members on August 11. Heather met with Civil & Human Rights Committee Chairperson Lori Lochelt and a Member on August 14 to discuss Transgender Healthcare. Heather would like to thank ESCP Ad-Hoc Committee Members Xander Ricker, Melissa Grube, KeyAnder Early, Ashley Wilhelm, and Patrick Paladino for their commitment and hard work.*

The Ad-Hoc Right to Work Committee, the Emergency Sick Call Procedure (ESCP) Committee and the Recall Signature Verification Committee will submit reports during monthly Executive Board Meetings.

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

> *Sam Wilkins attended the Executive Board Meeting in Dallas July 11-14. Sam attended the Diversity and Inclusion Training on July 14 facilitated by RDR Representative Rich Brandt. Sam attended the monthly Grievance Meeting with President Audrey Stone, Grievance Co-Chairperson Brandon Hillhouse and Becky Parker on July 26. Sam attended an Arbitration Hearing on July 27. Sam attended the Group Grievance meeting on August 3. Sam met with Oakland Domicile Executive Board Member (DEBM) Matt Hettich, Board Member at Large Heather Kelly-Gray, Baltimore DEBM Stacey Vavakas and Atlanta DEBM Pamila Forte-Oak to discuss current Right to Work legislation and the impact on*

TWU Local 556. Sam met with Southwest Airlines Management and Audrey Stone and Michael Massoni regarding ESCP issues on August 14. Those present at the meeting are continuing to work on formalizing better procedures to protect the Membership anytime Management implements ESCP. Sam attended the Grievance Review Committee meeting with Houston DEBM David Jackson, Grievance Co-Chairperson Becky Parker, Grievance Co-Chairperson Brandon Hillhouse, Grievance Team Members Tye Shirley and John Moore. Sam worked with New Hire Committee Chairperson Joe Skotnik, Board Member at Large Heather Kelly-Gray, Las Vegas DEBM Rachel Brownfield and Grievance Team Member Liz Howayeck on the weekly Fast Fact Friday Communication throughout the month of July. Sam assisted the Education Committee with the Official TWU Local 556 Facebook Group. 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 continued taking National Association of Parliamentarian (NAP) online courses.

Sam Wilkins made a **motion (39)** to excuse John DiPippa from today's Executive Board Meeting for personal reasons. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Sam Wilkins made a **motion (40)** to excuse Audrey Stone and Michael Massoni from today's Executive Board Meeting for Union business. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

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

The motion **carried**.

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 July 11-13 and attended Diversity and Inclusion Training on July 14. He served as Emergency Officer On-Call July 10-17. Houston Base Manager Scott Wells informed David that Inflight Supervisor Carey Stanton has become an Inflight Safety Audit Supervisor and has posted the open Houston Inflight Supervisor position. 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. He remained in contact with the Executive Board and Management.

Jimmy West submitted the **Orlando Base Report**. There was no written report submitted.

Brian "BR" Ricks submitted the **Dallas Base Report**:

B.R. has been in constant contact with the Executive Board and the Membership via emails and phone calls. The month of July was very busy with quite a few Fact-Finding Meetings. That being said the Dallas Base has some of the best Shop Stewards and all Fact-Finding Meetings were handled with the best we have. B.R. met with the Dallas Base Manager and Assistant Base Manager to discuss Fact-Finding Meetings and other issues that involve the Dallas Base. B.R. set up a meeting with Base Manager Tammi Feuling and discuss issues with missing uniforms and back orders. As always, B.R. is honored to represent the Dallas Base and wants to remind Flight Attendants to call him if they need anything.

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

Donna reports Fact-Finding Meetings and Step Two Meetings in the Chicago Base continue and have increased for various reasons, including but not limited to: delay of flight, late to gate, attendance points, Class 1.17, positive drug or alcohol tests, Crew conflict, Social Media violations, and Employee write ups. Donna was in Dallas for the Executive Board Meeting the week of July 10. Donna was in Dallas for work surrounding the Signature Verification Committee on June 19-23, July 14, July 17-21, July 24-28, and July 31. All publications have been distributed. Donna sent out an E-Connection containing the invitation to attend the Informational Picket being conducted by Union Brothers and Sisters at Aircraft Mechanics Fraternal Association (AMFA) to protest the fact that they have been in

Contract Negotiations for five years. Donna also sent out a reminder E-Connection with the picket information. Donna would like to thank Shop Steward Brendon Remezas for coordinating the AMFA picketing event while she was attending the Executive Board Meeting in Dallas. Donna has been available to the Chicago Members and has had conversations with Chicago Inflight Leadership concerning Base and Member issues. Donna would like to thank all the Chicago Shop Stewards who have stepped up and are positively representing Members in the Chicago Base during the time Donna has been in Dallas working on the Recall Signature Verification.

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

Jessica attended the Executive Board Meeting in Dallas June 12-15. Jessica marched with Labor Organizations in Denver PrideFest on June 18 along with Denver-based Flight Attendants Jamie Simpson, Alexandria Jeffers, Paula Taub, Christina Johnson, and Deborah Curtis. Jessica served on the Signature Verification Committee (SVC) in June, July, and August. Jessica published a Denver E-Connection on August 9. Jessica answered Members' emails, calls, and texts, and updated the Union Glass Case with current material. Jessica stayed in touch with Denver Inflight Leadership on issues specific to the Denver Base.

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

Rachel did not attend the Executive Board Meeting in July due to maternity leave. Rachel stayed in contact with Members, Las Vegas Shop Stewards, Base Leadership, and the Executive Board. Rachel wrote an E-Connection and edited the Executive Board Meeting Minutes for grammatical errors only as a part of the Minutes Review Committee. Rachel works on the weekly Fast Fact Friday publications. Rachel reports that Fact-Finding Meetings in Las Vegas have involved Flight Attendants allegedly late to the gate or delaying flights, and negative Customer letters.

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

Brett Nevarez presented the **Scheduling Committee Report** for Chairperson Lisa Trafton. There was no written report submitted.

Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse entered the Meeting at 1047 to submit the **Grievance Committee Report**:

TOTAL NUMBER OF GRIEVANCES:

200 total Grievances:

32 Terminations	*16.0%*
63 Non Term Disciplinary	*31.5%*
39 Individual Contract	*19.5%*
55 Individual Online RT	*28.0%*
11 Group Grievances	*5.5%*
Total Contract Grievances on file: 105	*52.5%*
Total Discipline Grievances on file: 95	*47.5%*

Grievance removals between July 12 and August 16 are broken down as follows:

43 Settled
46 Withdrawn
89 Total

Meeting Update:
TWU Local 556 scheduled multiple meetings with Management to discuss Grievances and Administrative Processes. The Parties held the administrative meeting on July 24 followed by the monthly Grievance meeting on July 26. The parties met again on August 3 to discuss Group Grievances and Individual Grievances similarly related to the group Grievances. We were successful in obtaining three settlements surrounding Group Grievances. These settlements were presented to the Executive Board this week and all three were accepted. These three Grievances will be withdrawn. Management also provided new information for the Group Grievance surrounding the CWA outage. This information was provided to the Executive Board this week. After revisiting the Grievance and reviewing the new information, the Executive Board voted not to proceed further with this Grievance. This case will be withdrawn. We were also successful in obtaining six individual settlements as a result of these meetings. These Grievances involved five Contract Grievances and one individual discipline. The five Contract settlements resulted in a total payout of 15.5 TFP and the Individual Disciplinary Grievance resulted in the removal of a Class 4.7, Letter of Expectation. During the Group Grievance meeting, the parties discussed the Open Time Group Grievance. We were unsuccessful in finding resolve. Management slated this Grievance for Arbitration. The deadline for this Arbitration to take place is October 31. The next upcoming Grievance Meeting with Management is scheduled for August 24. The Union has plans to meet with Mark Richard, TWU Local 556 Legal Counsel on August 25 for strategic planning. We will be discussing strategy regarding the handling of Grievances, System Board of Adjustment Hearings, Settlement Meetings and strategies for upcoming collective bargaining. The Union and Management will be holding its next monthly scheduling meeting on September 11 to discuss Scheduling issues that are not in the Grievance process. Director Inflight Crew Analysis & Support Wayne Shaw will be attending the meeting and will be joining Management for these meetings in his new role.

Online RT Grievance Update:
There are currently 55 individual Online RT Grievances on file. The parties are working through each Grievance to seek the appropriate remedy and continue to have discussions in moving towards resolve for each of these Grievances.

Board of Adjustments:
A System Board of Adjustment (BOA) was held on July 27. Originally the parties agreed to hear four Individual Disciplinary Grievances together in one single hearing due to the discipline arising from the same set of facts and resulting in the same discipline. The Union notified Management of its intentions to have two of the three Grievants testify by phone. Management raised concern and the Union ultimately agreed to reschedule those two to September 26. The BOA on July 27 deadlocked and is proceeding to Arbitration. Due to this, the Union intends to bypass BOA for the similarly related Grievances and will be requesting to hear all four Grievances together in one single Arbitration hearing. The deadline for this Arbitration to take place is October 28. Previously scheduled Board of Adjustments set for August 22 and August 24 settled and the hearings were cancelled. As mentioned above with meetings and discussions with Management, the individual Contract Grievance settled with a payout of 6.0 TFP and the involved individual discipline of a Class 4.7, Letter of Expectation was removed.

Arbitration Update:

- *Arbitration was held on May 31 involving an individual termination. Post Hearing Briefs were submitted to the Arbitrator on July 14. Awaiting a decision from the Arbitrator. Arbitration was held on July 19 involving an individual termination. The parties received the transcript on August 3. Post Hearing Briefs are due September 2. Awaiting a decision.*
- *Arbitration was held on July 27 involving an individual termination. Transcripts are in and Briefs will be submitted on or before September 15. Awaiting decision.*
- *Arbitration was scheduled for August 31 regarding an individual Contract Grievance surrounding duty period options. This Grievance settled yesterday, August 16. The Arbitration will be cancelled today, August 18.*
- *Arbitration was scheduled for October 27 regarding an individual termination for a Class 1.2, Dishonesty. New and additional information was provided and this case was revisited by the Executive Board this week. After review of the new information, the Executive Board voted not to proceed further with his Grievance. This Arbitration will be cancelled and the Grievant will have the option to proceed on her/his own.*

Upcoming Arbitrations:

- *Arbitration is scheduled to take place August 25 regarding an individual termination Grievance involving the Flight Attendant Basic Rules and Expectations, 3.0.0.*
- *Arbitration is scheduled to take place September 7 for a Contractual Group Grievance surrounding Article 8, Report Time Change.*
- *Arbitration is scheduled to take place September 21 for a Group Grievance surrounding Article 8, RIG Calculations*
- *Arbitration has been requested for an individual termination surrounding Dishonesty. The parties are working to confirm dates. The deadline to hold this Arbitration is October 14.*
- *Arbitration has been requested for the Open Time Group Grievance. The parties are working to confirm dates. The deadline to hold this Arbitration is October 30.*
- *Arbitration has been requested for an individual Termination surrounding Theft. The parties are working to confirm dates. The deadline to hold this Arbitration is October 17.*

Grievances Proceeding on Their Own:

- *Arbitration was held on June 15 surrounding an individual Termination. Post Hearing Briefs were submitted on August 15. Awaiting a decision.*
- *Management reinstated a Terminated Grievant proceeding on their own. This Arbitration was cancelled and the Grievant has been returned to work.*

Arbitrator Panel Update:

The Union has selected three Arbitrators as nominees to fill the vacancy on the panel. The Unionis researching two additional Arbitrators as potential nominees. The Union has updated Management on its plans to submit nominees soon.

Becky Parker and Brandon Hillhouse were excused at 1047.

Jimmy West submitted the **Professional Standards Committee Report** for Chairperson Kurt Beggs:

July 2017

HOTEL	*1*
I.R. FILED	*4*
WITHDRAWN	*4*
COMPANY POLICY	*4*
CRM	*6*
SOCIAL MEDIA	*1*
NOT TAKEN	*5*
PROBATIONARY	*1*
PILOT	*3*
IN PROGRESS	*1*
TOTAL CASES	*30*
POSITIVE RESOLUTION	*14*
UNRESOLVED	*2*

BASE

BWI	*5*
HOU	*4*
MCO	*2*
LAS	*4*
DEN	*5*
MDW	*4*
OAK	*1*
PHX	*3*
ATL	*2*

Professional Standards Committee Executive Board Liaison Jimmy West will communicate the Executive Board's inquiry to Professional Standards Committee Chairperson Kurt Beggs.

The Executive Board took a break at 1118 and reconvened at 1140.

Executive Board Members John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Rachel Brownfield, Pamila Forte-Oak, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, Jimmy West and Donna Keith were present at the Meeting.

Audrey Stone and Michael Massoni were excused for Union business.

Matt Hettich was excused for vacation.

John DiPippa was excused for personal reasons.

Cuyler Thompson submitted the **Communications Committee Report**:

Mass E-Mails

The Action Network account was used over the past month for national campaigns, E-Connections and Shop Steward email campaigns. The Communications 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. The Communications Team is researching other email senders including: iContact, MailChimp, ConstantContact, and others. The team is researching to find the best syncing software, value, ease of use, and feature set.

Website
In June, the Communications Team tested and implemented a change in the background structure of the Website. The main goal was to increase the load time of the site to more acceptable levels. The Team moved all forward-facing files to an East Coast Simple Secure Storage (S3) utilizing Amazon Web Services (AWS). Prior to this move the Website was returning the homepage (a small page by comparison to others on the site) in 7.8 seconds. This is well above what is acceptable in the web design industry, which led to the Team researching ways to improve. Following the full conversion (mid-June), the Team reduced the average page load time to 3.5 seconds for the homepage. The costs associated with this change are miniscule and completely within the Communications Budget.

Videos
With the new Website, the Team is now primed to increase video usage. The Communications Team can assist with the creation of videos. If you have an idea of a way to highlight your base, committee, or even a Member, let us know! Thank you to Matt Hettich and Josh Rosenberg for embracing videos and creating great content!

Publications
The Summer 2017 issue of Unity Magazine will ship from the printer in Houston before the end of the week. The deadline for the Fall 2017 issue of Unity magazine is Monday, October 9. Cuyler provided Domicile Executive Board Members with Labor Day posters for the Union Glass Case in each Flight Lounge.

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 need to 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 they can 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.

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

Civil & Human Rights Committee Chairperson Lori Lochelt registered herself, Pamila Oak, Atlanta Domicile Executive Board Member, and Jessica Parker, Denver Domicile Executive Board Member, for *the Coalition of Labor Union Women (CLUW) Biennial Convention commencing September 6 - 9 in Detroit. Lori is helping to facilitate attendance for Flight Attendants at the Southwest Airlines Diversity & Inclusion Summit taking place on August 30 in Dallas. Lori and Board Member at Large Heather Kelly-Gray are working on transgender health care providers and procedures to assist TWU Local 556 Members who are transitioning. Lori continues to answer questions and provide assistance and resources to Members.*

Rachel Brownfield submitted the **Veterans Committee Report** for Chairperson Brendon Remezas:

Chairperson of the TWU Local 556 Veterans Committee Brendon Remezas reports that he attended and chaired the TWU International Veterans Committee quarterly meeting at TWU Local 100 in New York City July 17-20. Also in attendance was Las Vegas Flight Attendant and USAF retiree Charlene Lucero. During this meeting the TWU Veterans Committee finalized meeting locations for the upcoming year including the next quarterly meeting in November which will take place in Dallas at TWU Local 556. He assisted the Long Beach Waterfront Warriors in Long Beach, New York with their annual vacation week for wounded Veterans and their families. During the Committee meeting Brendon authored a resolution for consideration at the upcoming TWU International Convention that was approved unanimously by the Committee. Brendon has also been tasked by TWU International to complete a review and written report of all Veteran Committee activities since the last TWU Convention. Brendon has also sent out information on new Veterans benefits through Domicile Executive Board Members E-Connections. Brendon would like to thank the TWU Local 556 Executive Board for their support of the Veterans Committee and hosting the next Committee Meeting.

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

Jessica and Lori Lochelt, Chairperson of the Civil and Human Rights Committee (CHRC), attended the TWU Working Women's Committee Meeting in Long Island, New York June 27-29. Guest speakers at the Meeting were Kate Browning, Suffolk County Legislator and Vanessa Braxton, President and CEO of Black Momma Vodka. Andrew Sora, with Sora Martial Arts Center, conducted self-defense training, focusing on situational awareness, self-defense techniques, and targeting for maximum effect. On Wednesday, June 28, attendees participated in a community service activity by collecting debris through the Adopt-A-Highway program supported by TWU Local 252. On July 3, Jessica sent an email to WISE Committee Members that included updates on volunteer activities and suggestions for future involvement.

Heather Kelly-Gray presented the **Emergency Sick Call Procedure Ad-Hoc Committee (ESCP) Report**. There was no written report submitted.

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 conducted a site visit in Jacksonville, July 5-7 and also attended the annual Labor Assistance Professional Conference in Las Vegas July 16-21. Co-Chairperson Tom Spillers prepared ten FADAP Boxes to be placed in each Flight Attendant lounge.

Sam Wilkins submitted the **Right to Work Ad-Hoc Committee Report**:

On August 11, TWU Local 556 Executive Board Members Pamila Forte-Oak, Heather Kelly-Gray, Sam Wilkins, Stacey Vavakas, and Matt Hettich met to discuss the threat posed by national Right to Work legislation. The group discussed broad goals of better understanding the potential threat Right to Work poses to TWU Local 556, developing a contingency plan for the TWU Local 556 Executive Board in the event national Right to Work is implemented, and the development of a Member outreach plan to discuss the topic with Members, with the goal of educating and engaging Members in the fight to thwart the attack. The TWU Local 556 Committee on Political Education and the Mobilizing and Organizing Committee have agreed to facilitate this project.

John DiPippa and Michael Massoni returned to the Meeting at 1230.

Sam Wilkins submitted, for Executive Board approval, the proposed language of a Right to Work Resolution to be submitted to the TWU International Convention Resolution Review Committee.

Sam Wilkins made a **motion (41)** to approve the Resolution concerning Right to Work legislation for the TWU International Convention. 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	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board went to lunch at 1226 and reconvened at 1403.

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

Audrey Stone was excused for Union business.

Matt Hettich was excused for vacation.

Sam Wilkins was excused.

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 = 22
Events

ID	*Event Date*	*Status*	*Summary*
4904	*7/12/2017*	*Sent to ERC for review*	*AIRCRAFT DOOR/SLIDE- DISARMING PROCEDURE/ Failure to disarm forward service door*
4926	*7/18/2017*	*Sent to ERC for review*	*AIRCRAFT DOOR/SLIDE- FULL SLIDE DEPLOYMENT/ A flight attendent duties when disarmimg/arming doors*
4948	*7/27/2017*	*Sent to ERC for review*	*SPECIAL PAX- UMs/ Door procedures distract from other duties*
4955	*7/28/2017*	*Sent to ERC for review*	*OWWE- PAX BRIEFED AFTER TAKEOFF/ failure to brief exit row on time*
4962	*7/31/2017*	*Sent to ERC for review*	*FLIGHT ATTENDANT DUTIES and RESPONSIBILITIES- USE OF ELECTRONIC DEVICES/ On telephone*
4971	*8/2/2017*	*Sent to ERC for review*	*AIRCRAFT DOOR/SLIDE- CROSSCHECK PROCEDURE/ Disarmed my door before request .*
4986	*8/5/2017*	*Sent to ERC for review*	*BOARDING- F/A NOT IN BOARDING POSITION/ I received devastating news and a DH F/A performed my boarding and takeoff duties*
4996	*8/6/2017*	*Sent to ERC for review*	*IEFB- MISSING iEFB/ iPad taken*
5004	*8/8/2017*	*Sent to ERC for review*	*IEFB- NON-COMPLIANT/ FAA issue*

ASAP Reports received Year-to-Date:	*565*
Accepted Reports Year-to-Date:	*535*
Excluded Reports to date:	*11*
Open Reports:	*9*
Total Reports Received over the Life of Program	*5635*

Southwest Airlines Event Notification System (ENS)
Fielded Events for Period: 07/09/17 through 08/13/17 = 306
Emergencies Declared = 24

2017 Year-to-Date = 1619
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*
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Hot Aircraft Event Reporting

SWALife Reported Events for Period:
07/09/17 through 08/13/17 = 110
2017 Year-to-Date = 337
2016/2017 Year-over-Year Comparative = -198 (-37%)
All of 2016 = 535 = 32% Decrease Year-over-Year
All of 2015 = 788
Hot Aircraft Reporting Overview (All other Sources) 24JUL17-30JUL17

Open Discussion Items:

1.) *Turbulence Related Risk Evaluation Project #4004 Update:*
The next step in this project will be presenting the information and system analysis to Senior Leadership. In the meeting held 10AUG17 the working group went over the draft out brief presentation from the turbulence project steering committee. During the presentation review input was given on suggested edits/changes to make sure that the items captured during the 6 months of meetings are accurately reflected throughout the deck.
2.) *Aircraft Security Search Working Group Update*
The project is officially complete with full implementation of all facets.
3.) *Operational Door Procedures Working Group Update*
Still waiting for the first joint session to be scheduled pending completion of the Safety Risk Management (SRM) analysis of our current procedures.
4.) *OSHA 300 Log Distribution to DEBM's*
5.) *TWU International Safety Rep Position*

Scheduled and Standing Meetings:
Monday August 14, 2017 – ESCP Meeting
Monday August 14, 2017 – Bluewolf/SalesForce Blueprint Review / EB Report Download
Tuesday August 15 - Thursday August 17, 2017 – Executive Board Meeting
Thursday August 17, 2017 – Go-Team Bloodborne Pathogen Recurrent Training
Monday August 21, 2017 – Dinner Meeting with Inflight Ops Leadership
Monday August 28, 2017 – Tuesday August 29, 2017 – ASAP Cognitive Interview Training (RT)
Tuesday August 29, 2017 – Monthly Health and Safety Coordination (HASC) Meeting
Monday September 18, 2017 – Wednesday September 20, 2017 – Aircraft Cabin Air Conference 2017 on behalf of TWU International Safety

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

ASAP
Since the inception of the ASAP program 5,635 reports have been received. Year to date, 565 reports have been received – 535 reports were accepted and 11 reports have been excluded. The Slide Recommendation is on hold pending the formation of the Operation Door Procedures Working Group. A Safety Risk Management analysis has been approved so the first meeting of the group will be forthcoming. There is also an outstanding Jumpseat Recommendation, the approval/denial of this has not been communicated as of yet. The next ASAP Promotional visit will be in LAX – details have not been solidified as of yet.

ENS Follow-ups:
During the timeframe 7/9/17 – 8/13/17 there were 306 ENS/NOC/MOM Report emails, year to date there have been 1,619. There were 24 emergencies declared.

Health/Safety:
In the recent Health and Safety Meeting (HASC), follow-up was received from the prior month's agenda items. the following issues were discussed:

The new uniform and allergy issues:

- *Margi is designated to Inflight uniform issues from the ACT Team*
- *Garments will be returned to Cintas for testing – mailing labels are provided*
- *Has not been determined if the time or medical care (if sought) will be covered – this question has not been answered yet*
- *A list of alternative pieces has been requested*

Door Arming/Disarming Taskforce

- *No changes – a meeting still has not been scheduled*

COS procedures

- *Inflight Safety will speak with Ground Ops Leadership as Ground Ops is not following their procedures. Michael Massoni shared some photos of an occurrence of a COS*

Post Crew Coordination Card

- *The card is being provided to New Hires*
- *Bases can order extra cards when they run low*
- *Training Instructors are now doing the training*

New Items Discussed

- *Gasper Vents*
    - *All vents, galley and main cabin are on now on the task card and are checked yearly prior to the summer months.*
- *Hearing Tests*
- *SMS lanyard cards – extra are available at the bases*

Hot Aircraft Reporting:
During the timeframe of 7/9/17 – 8/13/17 there were 110 reports submitted. Year to date 337 reports have been submitted. There is a 37% decrease in reporting in 2017

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
LAX ASAP Promotional Visit
ASAP Cognitive Interview Skills
Blood borne Pathogen Training

Michael Massoni presented the **Critical Incident Stress Management (CISM) Committee Report** for Chairperson Eileen Rodriguez. There was no written report submitted.

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

> *John continues to travel to Dallas on a weekly basis 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 that would be presented this month. John sent out a blast email to the base letting them know about an Informational Picket being conducted by Union Brothers and Sisters at Aircraft Mechanics Fraternal Association (AMFA) to protest the fact that they have been in Contract Negotiations for five years. John has 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 discussed an email she received from a Member.

Donna Keith discussed the SVC processes.

There was discussion regarding Flight Attendants who were concerned for their safety and requested to be pulled from trips as a result of travel warnings issued by organizations other than the United States Government.

Brett Nevarez made a **motion (42)** to purchase a table at the Dallas AFL-CIO Labor Day Breakfast on behalf of 556. 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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Pamila Forte-Oak will work with Lori Lochelt and the Civil and Human Rights Committee (CHRC) to craft a Resolution to be offered at the TWU International Convention.

Brett Nevarez made a **motion (43)** to establish an E-Membership Meeting Committee. 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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Brett Nevarez made a **motion (44)** to appoint Erich Schwenk the Chairperson of the E-Membership Meeting Committee. Rachel Brownfield **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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Brett Nevarez will continue to serve as the Executive Board Liaison to the E-Membership Meeting Committee.

Rachel Brownfield made a **motion (45)** to excuse Sam Wilkins from the afternoon session of the Executive Board Meeting. 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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Brian "BR" Ricks made a **motion (46)** to adjourn. Donna Keith **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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Excused
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Michael Massoni adjourned the Meeting at 1519.

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

Cuyler Thompson
TWU Local 556 Recording Secretary