The Union of
Southwest Airlines Flight Attendants
TWU LOCAL 556

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TWU Local 556
Executive Board Meeting
January 9 – 11, 2018
Synopsis

Tuesday

January 9, 2018

Audrey Stone called the Meeting to order at 0900.

TWU Local 556 Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Rachel Brownfield, Heather Kelly-Gray, Matt Hettich, Pamila Forte-Oak, Jimmy West, David Jackson, Brian "BR" Ricks, John DiPippa and Donna Keith were present at the Meeting.

Sam Wilkins was excused for Union Business.

Stacey Vavakas, Brett Nevarez and Jessica Parker were excused for personal reasons.

Michael Massoni was excused for vacation.

TWU International Vice President Thom McDaniel was present at the Meeting.

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

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

Audrey Stone updated the Executive Board regarding the Meeting Agenda and scheduled events for the week.

Rachel Brownfield made a **motion (1)** to excuse Sam Wilkins from the Executive Board Meeting this week for Union Business. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

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

The motion **carried**.

Rachel Brownfield made a **motion (2)** to excuse Stacey Vavakas from today's Session for personal reasons. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Rachel Brownfield made a **motion (3)** to excuse Jessica Parker from today's Executive Board Meeting for personal reasons. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

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

The motion **carried**.

Rachel Brownfield made a **motion (4)** to excuse Michael Massoni from Wednesday’s Session for Union Business. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Rachel Brownfield made a **motion (5)** to excuse Michael Massoni from Tuesday and Thursday’s Session 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	Excused
John Parrott	Yea
Brett Nevarez	Excused
Cuyler Thompson	Yea
Sam Wilkins	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea

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

The motion **carried**.

Rachel Brownfield made a **motion (6)** to excuse Brett Nevarez from today’s AM Session for personal reasons. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

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.

Grievance Committee Chairpersons Becky Parker and Brandon Hillhouse, and Grievance Team Member Lauren Childs entered the Meeting at 0918 to discuss the merits of a Grievance.

The Executive Board discussed the merits of the Grievance with a Grievant via conference call at 0927.

Lauren Childs was excused at 0959.

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

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

Southwest Airlines Inflight Management Representatives Wayne Shaw, Henry Townsend and Mike Sikes entered the Meeting at 1000.

Wayne Shaw reported that a Read Before Fly (RBF) would be sent later that day reminding Flight Attendants and Ground Personnel of the correct procedures for gate-checked Crew Bags. Wayne discussed an updated Question and Answer (Q&A) document to be published regarding the ongoing Satellite Base Test. Wayne reported that Sonya Lacore had issued a directive that a publication would soon be published regarding diversity and discrimination at Southwest Airlines. Henry Townsend reported that Management was hiring an additional Crew Operations Specialist, bringing the total number to four. Henry also said that a new Senior Manager position was being added to Crew Scheduling. Henry said that a new hire class of Crew Schedulers was ongoing. He noted that the attrition rate of Crew Schedulers had been reduced from 25% to 12% annually. Henry reported that Management expected to add 900 new Southwest Airlines Flight Attendants by June of 2018, with an additional 300 possible by the end of the year. Audrey Stone asked for follow-up regarding the request for clarification on the newly implemented Work Rules and Expectations. Audrey asked for follow-up regarding accommodations made to Flight Attendants unable to wear the new Uniform. Wayne Shaw agreed to follow-up with Audrey. Audrey Stone requested follow-up regarding the Union's request to publish the correct Unaccompanied Minor (UM) procedures to both the Flight Attendants and Ground Personnel. John DiPippa discussed Crew Schedulers assigning trips before Airport Standbys had checked in at the airport. John DiPippa discussed the new sleds for Flight Attendants' Electronic Flight Bags (EFB) and reports that sales were up as a result of the sleds. Wayne discussed emotional support animals transported by Southwest Airlines. Rachel Brownfield reported that Customer Service Agents were unable to view the names of Crewmembers working a flight, preventing them from allowing Crews down the jetway before Operations Agents arrived at the gate. Pamila Forte-Oak discussed reports that Atlanta Flight Attendants would be allowed to check-in for pairings via their cell phones, because there was no check-in phone located in the new international terminal being utilized by Southwest Airlines. Jimmy West discussed Pilots instructing Flight Attendants to secure the cabin prior to 10,000 feet upon descent. Wayne discussed where Base Leaders' names were listed in SWALife. Donna Keith discussed the transportation to Recurrent Training facility in the Chicago Base.

The Southwest Airlines Inflight Management Representatives left the Meeting at 1039.

The Executive Board took a break at 1040 and reconvened at 1103.

Executive Board Members Audrey Stone, Brett Nevarez, John Parrott, Cuyler Thompson, Rachel Brownfield, Heather Kelly-Gray, Matt Hettich, Pamila Forte-Oak, Jimmy West, David Jackson, Brian "BR" Ricks, John DiPippa and Donna Keith were present at the Meeting.

Sam Wilkins was excused for Union Business.

Stacey Vavakas and Jessica Parker were excused for personal reasons.

Michael Massoni was excused for vacation.

TWU International Vice President Thom McDaniel was present at the Meeting.

Grievance Committee Chairpersons Becky Parker and Brandon Hillhouse, and Grievance Team Member Beth Ross were guests at the Meeting to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1117 to discuss the merits of the Grievance.

Beth Ross and the Grievant were excused at 1128.

Heather Kelly-Gray made a **motion (9)** to proceed on a Grievance. Pamila Forte-Oak **seconded** the motion. The motion **carried**.

Heather Kelly-Gray made a **motion (10)** to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (11)** not to proceed, per the recommendations of the Grievance Review Committee (GRC), on seven Grievances. Brett Nevarez **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (12)** not to proceed on a Grievance per the recommendations of the Grievance Review Committee (GRC). Rachel Brownfield **seconded** the motion. The motion **carried**.

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

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

Cuyler Thompson made a **motion (15)** to revisit a Grievance. Brett Nevarez **seconded** the motion. The motion **carried**.

Cuyler Thompson made a **motion (16)** to accept the proposed settlement to a Grievance. Brett Nevarez **seconded** the motion. The motion **carried**.

Cuyler Thompson made a **motion (17)** not to proceed on a Grievance. Brett Nevarez **seconded** the motion. The motion **carried**.

Brett Nevarez made a **motion (18)** to revisit a Grievance. Rachel Brownfield **seconded** the motion. The motion **carried**.

Brett Nevarez made a **motion (19)** not to proceed on a Grievance. Matt Hettich **seconded** the motion. The motion **carried**.

Grievance Team Member John Moore entered the Meeting at 1202 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1211 to discuss the merits of the Grievance.

John Moore and the Grievant were excused at 1237.

Cuyler Thompson made a **motion (20)** not to proceed on a Grievance. Brett Nevarez **seconded** the motion. The motion **did not carry**.

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

The Executive Board went to lunch at 1251 and reconvened at 1415.

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

Sam Wilkins and Audrey Stone were excused for Union Business.

Stacey Vavakas and Jessica Parker were excused for personal reasons.

Brett Nevarez chaired the Meeting.

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

The Executive Board made corrections and changes to the December 2017 Executive Board Meeting Minutes.

Rachel Brownfield made a **motion (22)** to excuse Audrey Stone from the afternoon session of Tuesday, and the entire session on Wednesday, of the Executive Board Meeting for Union Business. John Parrott **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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Excused

The motion **carried**.

Rachel Brownfield made a **motion (23)** to excuse Stacey Vavakas from the Wednesday and Thursday Sessions due to personal reasons. Jimmy West **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	Excused
Heather Kelly-Gray	Yea

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

The motion **carried**.

The Board conducted a Roll Call to establish Board Members' compliance with **TWU Local 556 Bylaw Article VII (g)** for the fourth quarter of 2017:

Audrey Stone	flew LS1T	dated September 30
Michael Massoni	flew PS1J	dated December 9
John Parrott	flew DB42	dated November 23
Brett Nevarez	flew LB6G	dated December 27
Cuyler Thompson	flew OS4Q	dated December 28
Sam Wilkins	flew OA8D	dated December 28
Heather Kelly-Gray	flew OB26	dated November 28
Stacey Vavakas	flew BA4G	dated December 2
David Jackson	flew HACS	dated October 11
John DiPippa	flew PS1K	dated December 22
Matt Hettich	flew OA9W	dated December 9
Rachel Brownfield	flew LS2W	dated October 26
Pamila Forte-Oak	flew AS25	dated December 16
Brian "BR" Ricks	flew DA6Y	dated December 5
Jimmy West	flew FAKH	dated December 20
Donna Keith	flew MS2F	dated December 30
Jessica Parker	flew CACB	dated November 7

Matt Hettich submitted correspondence from TWU International regarding staffing changes.

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

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

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

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

> *In November, John was a beta tester for 2018 Recurrent Training and was pleased to be able to do it on his IEFB and was on a Conference Call about the new Work Rules & Expectations in November. John was in Dallas on December 1 along with several other Board Members to work on a campaign to engage the Membership about the new Work Rules & Expectations and was also on a Conference Call about them. Besides this, in December, John did a Lounge Mobilization and a Fact-Finding Meeting along with sending out an E-Connection. John was on vacation during the December Executive Board*

Meeting. John picked up and dropped off the Toys for Tots and sent Thank You/Christmas Cards to his Shop Stewards. In January, John placed the Right to Work poster in the glass case, wrote an article for the upcoming Unity Magazine, and reviewed the Grievances that would be presented this month. John has been in constant contact with the Executive Board and the Membership through phone calls, emails, and Facebook posts. As always, John is honored to represent the Phoenix Base and wants to remind Flight Attendants to call him if they need anything.

David Jackson presented the **Houston Base Report**. There was no written report submitted.

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

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

Donna reports Fact-Finding Meetings and Step Two Meetings in the Chicago Base continue steadily 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, and Employee write ups. Donna was in Dallas for the Executive Board Meeting the week of December 11. Donna conducted Lounge Mobilizations surrounding the subject of the Work Rules and Expectations during the month of December, during which Donna had conversations with many Flight Attendants about the new Work Rules and Expectations and assisted them in requesting their personnel files either with the form designed by the Domicile Executive Board Members or from their wnco email accounts. Donna answered phones on call for Christmas Day. Donna has represented Flight Attendants in Fact-Finding Meetings and met with Management several times during the month. Donna has been available to the Chicago Members and has had conversations with Chicago Inflight Leadership concerning the new Work Rules and Expectations as well as Base and Member issues. All publications have been distributed and the glass case has been updated. Donna would like to thank Shop Steward Kyle Whiteley for creating the Read Before Fired meme and Shop Steward Manny Santana for creating glass case materials used during the education for the updated Work Rules and Expectations.

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

Jimmy reported the Toys for Tots toy boxes were delivered on Friday, December 15, 2017. Jimmy reported that construction continues on the Pilots' Lounge in Orlando that is scheduled to be completed in April. Jimmy attended the Ft. Lauderdale 'Meet and Greet" on Thursday, December 11, 2017. Jimmy reported that there were about 55 Ft. Lauderdale Satellite Base Flight Attendants in attendance. Jimmy reported that those in attendance are very excited about the Satellite Base opening. Jimmy would like to thank TWU Local 556 Scheduling Chairperson Lisa Trafton for her hard work and research on the Satellite Base tests. Jimmy reported that he continues to receive phone calls from Flight Attendants still angry about the changes to the Work Rules and Expectations that began January 1, 2018. Jimmy reported that Fact-Finding Meetings slowed down for the month of December in Orlando. Jimmy reported the Union Glass Case is up-to-date and the Union Red Rack has been straightened. Jimmy would like to thank Orlando Shop Steward Sandi Voyik for conducting the system wide 'Request Your File" mobilization on December 19, 2017.

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

Rachel attended the Executive Board Meeting December 12-14 in Dallas. Rachel represented Members in Fact-Finding Meetings. Rachel spent time in the Las Vegas Lounge speaking with Members and met with Las Vegas Base Leaders regarding the New Work Rules and Expectations. Rachel assisted Members with requesting their personnel files.

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

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

> *Matt reported that Fact-Finding Meetings in Oakland have involved alleged abuse of sick leave, dishonesty, Class I Section 17, and alcohol use while wearing a Crew badge on airport property. Matt wrote an E-Connection and Unity Magazine article, met with the Oakland Base Manager, answered Member phone calls, emails, and text messages. Matt was in the Oakland Lounge on December 19, assisting Members in the system-wide request for personnel files prior to the Work Rules and Expectations taking effect January 1, 2018.*

The Executive Board took a break at 1610 and reconvened at 1629.

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

Sam Wilkins and Audrey Stone excused for Union Business.

Stacey Vavakas and Jessica Parker were excused for personal reasons.

Brett Nevarez chaired the Meeting.

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

> *CISM Chairperson Eileen Rodriguez held a CISM TBC (Team Base Coordinators) meeting in Dallas December 5-6.*
>
> *The CISM Team handled a total of 164 incidents during the month of December and spoke to a total of 357 Flight Attendants. The report below reflects the incidents*

California Fires	*20*
Calls Related to Death of FA	*1*
Crew Member Illness	*1*
Death on Board	*4*
Debriefing - Team Member	*4*
Declared Emergency	*2*
Diversion	*2*
FA Death	*2*
FA Death of Family Member	*7*
FA Illness	*11*
FA Injury	*8*
FA Involved in Incident - Off Duty	*1*
FADAP Team Referral	*1*
Human Trafficking	*1*
Incident on RON	*1*
Mechanical	*5*
Medical Emergency	*30*

Near Miss	*1*
Passenger Misconduct	*13*
Personal Issue	*32*
Sexual Harassment or Assault	*1*
Smoke or Fumes in Aircraft	*3*
Suicide Attempt of a Family Member	*1*
Terrorist Threat	*3*
Turbulence	*9*
Total Incidents	*164*
Flight Attendants Assisted	*357*

Brett Nevarez submitted a **Critical Incident Stress Management Committee (CISM) Year End Report** for Chairperson Eileen Rodriguez:

Team Stats:
CISM Team Current members - 75 including the Chairprson

Team Events:
Safety Health and Wellness Fairs - 5 Inflight Bases invited CISM to attend and share CISM information
Outreach Base Visits - 10 Inflight Bases were visited
NOC Base Visit- 3 TBCs visited the NOC and did a day in the field
Lounge Mobilizations - 22 these were held after a major event (Hurricanes, Las Vegas Shooting, or death of a Flight Attendant):

ATL *1/30 - 1/31 -*
BWI *1/31*
DAL *5/29, 6/5 - 6/6*
DEN *6/5*
HOU *5/2*
9/1- 9/5
LAS *10/3- 10/4*
MCO *4/13*
5/2
OAK *1/21- 1/23*

Flight Attendant Classes:
New Hire Presentations- 26 classes
1,130 Flight Attendants were presented CISM during New Hire Training

Incident Information:
Total number of incidents handled by the CISM Team- 1,765
Total number of Flight Attendants assisted by the CISM Team – 3,469

Incidents reported to CISM by:
Base Leadership 251
CISM Chairperson 102
CISM Team Member 248
Flight Attendant- 560

NOC -528
Pilot CISM Team -27
TWU Local 556 -22
Events -22 (these were events not incidents)

** 10 incidents were not recorded listing the notifying party*

Major Events CISM participated in during 2017
FLL Shooting (FLL)
HOU Hurricane Harvey (HOU)
Hurricane Irma (MCO)
LAS Shooting (LAS)
Earthquake – (MEX)
ICISF - Eileen presented a suicide presentation and talked about the TWU Local 556 /SWA CISM Team
Intervention Training- Eileen attended a 3-day course

John Parrott left the Meeting at 1634.

Brett Nevarez submitted the **Education Committee Report** for Chairperson Amanda Gauger:

Amanda reports the Education Committee continues with the Contract 101 series. Article 32-Attendance was the topic for the December e-mail blast and Facebook Live. The goal was to create awareness of terminations due to Attendance points as well as highlighting the 4th Quarter Record Improvement options. Due to some technical difficulties, the Facebook Live was interrupted and ended up being two videos. Combined, they lasted almost 35 minutes and were viewed 1,056 times. The Official TWU Local 556 Facebook Group has added 227 new Members in the last month, with a total of 6,752 Members. Group Admin Carolee Weatherbee Burnett created the daily polls about Attendance to tie in the current month's Contract 101. These polls were a useful pulse point regarding the Membership's knowledge of the Attendance Policy. Co-Chairperson Josh Rosenberg continues to handle the scheduling of the Admin shifts for the Official TWU Local 556 Facebook Group. He has continued to work on the Irregular Ops plan. Co-Chairperson Angie Kilbourne continues to answer questions for the Official Group daily during off hours, creating graphics for the Group. She has uploaded all the current Contract 101s to the Group to allow easier access to Admins and Members, volunteering most of her time. She has continued work on the Irregular Ops plan. Chairperson Amanda Gauger answers questions for the Official Group during off hours, volunteering this time. She wrote an article for the upcoming Unity Magazine regarding duty and rest periods. The Education Committee requests that any issues, concerns or feedback regarding the Official TWU 556 Facebook Group be submitted to education@twu556.org, and not to any individual Admins of the Group. This is to ensure feedback is addressed properly and in a timely manner.

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 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. In 2017, TWU Local 556 sent over 2.2 million emails to Members. This is nearly 300,000 more emails than 2016 and 680,000 more than 2015. The Communications Team will be switching back to MailChimp as the Salesforce integration is complete. Estimated "go-live" for MailChimp is late January 2018.

Website
The Communications Team continues to keep the Website updated with all relevant content. Members are encouraged to log in and stay up-to-date on Union happenings which can be found on the Member's Homepage by clicking on the Members tab.

Videos
With the new Website, the Committee 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 the Committee know!

Publications
Cuyler reported that production of the Winter 2018 issue of Unity Magazine was well underway and was expected to ship from the printer on or about February 2. Cuyler reminded Executive Board Members of their deadline for the Spring 2018 issue of Unity. Cuyler noted that he would be resigning as TWU Local 556 Communications Committee Chairperson and Editor of Unity Magazine on May 1.

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 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 vendor, Braze (formerly Appboy), recently changed their account structure. Starting January 1, 2018, they will no longer offer a la carte offerings which generally cost TWU Local 556 about $50 per month. Their new pricing is a 2,000% increase requiring a yearly contract with a minimum of $12,000/year. Without accepting this new plan, the new functionality, push notifications, and Member questions will stop working on January 1, 2018. The programmer rolled out an update utilizing the Website to receive news and questions within the App. This urgent update for both Android and iOS cost $2447.15. In addition to this "fix", the Committee plans to refresh the mobile application in the first quarter of 2018, pending budget approvals.

Cuyler Thompson submitted **Survey Committee Report** for Chairperson Erich Schwenk:

The TWU Local 556 Survey Committee launched the 2017 Membership Survey on Friday, December 1, 2017. The survey ran for fifteen days, closing on December 15, 2017 at Noon. There were 3,422 responses. The results of the survey can be found on the Union Website in "The Archive". The 2017 survey sought input on Member demographics, Union communications, education and a small section regarding politics – specifically the FAA Reauthorization bill as it relates to Crew rest. An issue regarding the survey results has been reported to Survey Monkey who has acknowledged an error and is forwarding the issue to their production team. The error shows a difference of seven answers on each question between the PDF and Excel exports. Currently, the Survey Committee is assisting in preparing the Executive Board's phone survey for text distribution.

John Parrott returned to the Meeting at 1658.

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

> *Natalie Salser, and FADAP Co ChairpersonTom Spillers, and CISM Chairperson Eileen Rodriguez and the OutReach Team attended a Team Building Meeting Dec 6-8 in Arizona. Natalie toured Carrollton Springs Psychiatric Hospital, in Carrollton, Texas December 14.*
>
> ***2017 Activities:***
>
> *Outreach calls: 524 (these are initial points of contact only, does not include follow up and case work calls.)*
> *Entered into inpatient: 53 Not all calls result in inpatient, some are better fit for other types of help, ie: 12 Step Meetings, therapist etc.*
> *Suicide/ Well Checks: 13*
> *Assistance for family members: 16*
> *Jan: Base visits with Outreach and CISM*
> *Feb: Safety Fair in Phoenix, McArthur.*
> *Feb 20 Tom met with Company and Union*
> *April: Article in Unity Magazine for Alcohol Awareness Month*
> *April 6 FADAP one day new Member training*
> *May: May 2 Advisory Board Meetin*
> *June: June 14-15 Visit to OPTUM Health with Outreach and CISM*
> *29 Site Visit Natalie*
> *July: July 5-7 Site Visit to Lakeview Tom and Natalie*
> *16-21 LAP Conference*
> *Aug: Aug 21-24 FADAP Conference and Advisory Board Meeting*
> *Sept: Sept 7 Site visit to Twin Lakes Tom*
> *Oct: CISM and FADAP wrote Winter Unity Article*
> *Oct 4 Started Alanon Telephonic Meetings*
> *25th Dallas Safety Fair and Meeting with Tom Crabtree*
> *26th Las Vegas Safety Fair*
> *FADAP One day new Member training*
> *Nov: Nov 2 Lunch with LAKEVIEW Health Tom*
> *15-17 Breakfree Intervention Training*
> *28-29 Recovery Results Conference with Foundations in Dallas*
> *Dec: Dec 6-8 Team Building with Outreach, CISM and FADAP in Phoenix*

Matt Hettich presented the **Right to Work Committee Report**. There was no written report submitted.

Brett Nevarez presented the **E-Membership Meeting Committee Report** for Chairperson Erich Schwenk:

> ***First Membership Meeting of 2018***
> *During the first week of January 2018 the eMembership Meeting Committee (eMM) shipped eight of the nine eMM boxes to the Domiciles. All eight have been delivered and signed for. The final box, shipping to Las Vegas, will be sent on January 10. Along with shipping notifications, the eMM sent out a training schedule that includes four upcoming trainings prior to the eMembership Meeting on January 17 at 1100 Central.*
>
> ***Follow-up on Previous Items:***

- *The following items were procured:*
    - *Microphone stands for the head tables and one tall microphone stand for the audience in the live location*
    - *Three additional surge protectors – six-foot cord*
    - *Additional set of computer speakers*
    - *Sound/mixing board*
- *Investigate necessity and cost of AT&T WiFi hotspots for future meetings.*
    - *While feasible to run the WebEx Meeting via an AT&T WiFi hotspot, the ongoing cost is not low enough. We'll continue to evaluate hotel WiFi and supplement with existing AT&T hotspots as needed.*
- *Find new hotel in Oakland due to internet issues.*
    - *The current hotel will continue to be utilized and their working to provide us a better connection. An AT&T WiFi hotspot will be used as a backup.*
- *Verify compatibility of RingCentral Meetings, an already utilized Union product, to replace WebEx.*
    - *This has not been started yet.*

In conclusion, the Committee would like to thank the Union's Executive Board for their assistance and support with the eMembership Meeting process.

Brian "BR" Ricks made a **motion (24)** to recess. David Jackson **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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Nay
Pamila Forte-Oak	Away
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Excused

The motion **carried**.

Brett Nevarez recessed the Meeting at 1711.

Wednesday

January 10, 2018

The Executive Board participated in Salesforce training from 0900 – 1300.

Brett Nevarez called the Meeting to order at 1315.

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

Sam Wilkins, Michael Massoni and Audrey Stone excused for Union Business.

Stacey Vavakas was excused for personal reasons.

John Parrott submitted the **TWU Local 556 December 2017 Financial Report** for review.

There was discussion regarding the fact that Signature Verification Committee (SVC) Members Jessica Parker, Donna Keith and John DiPippa continued to archive and store a permanent copy of all material associated with the recent Recall Petition on the TWU Local 556 server and report to the Executive Board when the project is completed. Parties named on the Petition may retrieve and retain a copy of the materials.

John Parrott submitted information necessary to discuss the **2017-2018 TWU Local 556 Operating Budget**.

Audrey Stone and Thom McDaniel entered the Meeting at 1414.

The Executive Board continued to discuss the 2017-2018 Operating Budget.

Michael Massoni entered the Meeting at 1500.

Cuyler Thompson made a **motion (25)** to conduct an abbreviated February 2018 Executive Board Meeting. 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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte-Oak	Nay
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Cuyler Thompson made a **motion (26)** to conduct the March 2018 Executive Board Meeting via Conference Call. 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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Nay
Pamila Forte-Oak	Nay
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board took a break at 1439 and reconvened at 1600.

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

Sam Wilkins was excused for Union Business.

Stacey Vavakas was excused for personal reasons.

The Executive Board continued to discuss the 2017-2018 Operating Budget.

Cuyler Thompson made a **motion (27)** to enter Executive Session. 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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
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 entered Executive Session at 1710.

Michael Massoni made a **motion (28)** to exit Executive Session. Matt Hettich **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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
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 exited Executive Session at 1725.

Michael Massoni made a **motion (29)** to recess. David Jackson **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	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
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 1725.

Thursday

January 11, 2018

Audrey Stone called the Meeting to order at 0900.

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

Michael Massoni was excused for vacation.

Sam Wilkins was excused for Union Business.

Stacey Vavakas was excused for personal reasons.

Matt Hettich was tardy.

TWU International Vice President Thom McDaniel was present at the Meeting.

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

> *Jessica attended the Executive Board Meeting in Dallas December 12-14. Jessica attended the New Hire dinner on December 13. On December 18, Jessica collected all Toys for Tots donations from the Denver Inflight Lounge and delivered them to the Toys for Tots drop off location. Jessica would like to thank Denver Flight Attendants who were able to contribute to the Toys for Tots Donation Drive and help make a child’s holiday season a little brighter. On December 19, Jessica and Denver Shop Steward Jamie Simpson conducted a Lounge Mobilization encouraging Members to request their personnel and medical file prior to January 1 when the new Work Rules and Expectations go into effect. On January 2, Jessica submitted an article to be published in the Winter 2018 Unity Magazine. Jessica answered Members’ phone calls, emails, and texts. Jessica met with Denver Inflight Leadership to discuss current issues and events specific to the Denver Base.*

Matt Hettich entered the Meeting at 0909.

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

> *Brendon reports that he has been assisting Members with Military Leave issues. Brendon has spoken to the Manager of Attendance and Leave and is working together with them to change the procedures for*

placing Military Leave bars on Flight Attendants CWA screens. Brendon also stated that TWU Local 556 Veterans Committee Co-Chairperson Yvetta Melton will be volunteering at local VA facilities. Brendon is continuing his correspondence with Mission 22 to ensure that the Committee is contributing in the correct manner. Brendon is also exploring the collaboration with TWU International and Members of Congress to hold Veteran Job Fairs in local communities. Brendon would like to thank the Executive Board for their continued support of the Veterans Committee and to thank all TWU Local 556 Members who have served and continue to serve.

Rachel Brownfield submitted the **Shop Steward Committee Report** for Chairperson Mark Anthony Reyes:

Mark Anthony reports that the following is an update on what the Shop Steward Committee has done this past month: Fact-Finding Meetings during the month of December was a total of 67. Twenty seven of those meetings were for a Step Two Grievance. Five were for Delay of Flight and we continue to see an increase of termination level points with a total of four meetings. There was a total of 1,109 Fact-Finding Meetings with August being the highest month with 140 meetings. There has been a a 6% increase in meetings compared to the previous year. Mark Anthony would like to thank all the Shop Stewards for their hard work with Fact-Finding Meetings and Lounge Mobilizations during the year of 2017.

Matt Hettich submitted the **Professional Standards Committee Report** for Chairperson Kurt Beggs:

NOT TAKEN	*2*
PILOT	*4*
WITHDRAWN	*1*
CRM	*4*
COMPANY POLICY	*1*
PROBATIONARY ISSUE	*1*
IN PROGRESS	*2*
TOTAL CASES	*15*
POSITIVE RESOLUTION	*10*

BASE	
MDW	*2*
BWI	*5*
DAL	*1*
DEN	*2*
OAK	*3*
LAS	*1*

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

Audrey states that, since last reported, she presented to the New Hire Classes 370, 371, 372, 373 and 374, along with New Hire Committee Chairperson Joe Skotnik, and also attended the subsequent New Hire dinners. Audrey met with Senior Director Labor Relations Brendan Conlon on October 20 and December 18. She participated in Arbitration preparation conference calls for the Open Time Group Grievance on October 20, 23, 27, November 6, December 4, 14, and in person preparation and the subsequent Arbitration on November 9-10 and the continuance on January 9-10. Audrey attended a meeting with the Training Department on October 24, and participated in a Shop Steward Conference Call the same day, as well as November 29. She, 1st Vice President Michael Massoni, and 2nd Vice President Brett Nevarez attended the quarterly Labor Summit on October 26. They, and Financial

Secretary Treasurer John Parrott attended the Union Leadership Briefing at Southwest Airlines the same day. They were also joined by the TWU Local 556 International Representative Thom McDaniel. Audrey met with Senior Director Base Operations Mike Sims on October 27. She participated in Bylaw amendment conference calls on October 26 and 31. Audrey met with Mike Sims, Senior Manager Inflight Rachel Loudermilk, and Grievance Co-Chairperson Brandon Hillhouse on November 2. She participated in a conference call on November 6 about Southwest Airlines administering California Kin Care, along with Oakland Domicile Executive Board Member Matt Hettich and Legal Counsel. Audrey met with Board Member at Large Sam Wilkins, Grievance Co-Chairperson Becky Parker, and Brandon on November 7 and December 5, and 27 to prep for the grievance meeting, and then they met with Southwest Airlines on November 8 and December 19 for the meetings. She also attended a follow up meeting on December 11. Audrey chaired the first TWU Local 556 simulcast Membership Meeting on November 13, and would like to thank the E-Membership Feasibility Committee Members Erich Schwenk, Drew Kennedy, Thom Reeder, and Rick Harton Flynn for making it a reality. She, Michael, and Brett met with Vice President Inflight Sonya Lacore, Brendan Conlon, and Senior Director Onboard Experience and Policy Steve Murtoff on November 13. She also met with Sonya again on December 4 and January 4. Audrey, Sam, and Grievance Team Member Ann Claire Crawford participated in a conference call on December 15 on FMLA issues. She then met with Director Inflight Crew Analysis and Support Wayne Shaw and Attendance and Leave and Manager Inflight Attendance and Leave Catherine Rea on December 20 to address the issues. Audrey chaired Executive Board Conference Calls between Board Meetings. Audrey has participated in weekly staff meetings with the Grievance Team, and has continued to assist the team in seeking resolutions for grievances. She also has worked with Southwest Airlines and the Scheduling Committee to update the "Frequently Asked Questions (FAQ's)" and prepare for the satellite base vacancy bid and launch. Audrey has also worked with Southwest Airlines to continue to update the comprehensive "Question and Answer (Q and A's)" and Letters of Agreement/Settlement Letters document, which has been published to all Flight Attendants via the iEFB and TWU Local 556 Website. Audrey participated in the Grievance Review Committee (GRC) on November 14, December 11, and January 8.

Audrey Stone will discuss the lack of diversity training at Southwest Airlines with TWU Local 556 Legal Counsel.

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

Chairperson Lisa Trafton and Co-Chairperson Don Shipman reported that line writing for the month of February had a decrease in line positions and an increase in purity in comparison to January. The number of line positions that a Flight Attendant could be awarded for the month of February decreased by 43 line positions from 9,756 in January to 9,713 in February. The Scheduling Committee left 10 positions in Open Time for the month of February. The Committee for the month of February wrote an average of 81% pure lines (lines starting on the same day each week containing pairings of the same length) maintained 39% of the lines with all weekends off, and the lines containing 3-on/off or 48-hour breaks did not exceed 11%. Average line pay was 91.03 TFP and the average work days were 13.22. These numbers do not include the two new Satellite Bases of FLL and AUS. The AUS Satellite Base had an average of 72% pure lines, 52% weekend off and 2% lines containing 3-on/off or 48-hour breaks. The average line pay was 98.97TFP. The FLL Satellite Base had an average of 74% pure lines, 46% weekend off and 5% lines containing 3-on/off or 48-hour breaks. The average line pay was 94.04 TFP. The Scheduling Committee will meet with Southwest Airlines Management on January 16 to discuss the Satellite Bases. The Line Writers for the February Primary Lines were: Shelley Taylor, Alexander Ricker, Richard Locher, Kay Mc Curley, Rebekah Knox, and Lisa Trafton The Line Writers for February Secondary Lines were: Alexander Ricker, Shelley Taylor, Kay Mc Curley Rebekah Knox and Lisa Trafton.

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

Audrey Stone discussed efforts to update a joint Union/Management Question and Answer (Q&A) publication regarding Emergency Sick Call Procedures (ESCP).

John Parrott submitted additional information regarding the December 2017 TWU Local 556 Financial Report.

Brian "BR" Ricks made a **motion (30)** to approve the December 2017 TWU Local 556 Financial Report as amended. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
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 1023 and reconvened at 1040.

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

Michael Massoni was excused for vacation.

Sam Wilkins was excused for Union Business.

Stacey Vavakas was excused for personal reasons.

TWU International Vice President Thom McDaniel was present at the Meeting.

Grievance Committee Chairperson Becky Parker was a guest at the Meeting to discuss the merits of a Grievance.

The Executive Board spoke with a Grievant regarding the merits of the Grievance via conference call at 1044.

Heather Kelly-Gray made a **motion (31)** not to proceed on a Grievance. David Jackson **seconded** the motion. The motion **carried**.

Becky Parker submitted the **Grievance Committee Report**. There was no written report submitted.

Becky Parker was excused at 1114.

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

> *On January 5, Jessica sent out an email to Members of the Women's Issues, Service, and Education (WISE) Committee celebrating the upcoming one-year anniversary of the historic Women's March on Washington. On January 21, the main Women's March is being held in Las Vegas and will begin a nationwide initiative encouraging women to use their collective voices by registering to vote. Sister Marches will be held across the country on January 20 and 21. Jessica plans to attend the March in Las Vegas along with other TWU Local 556 Members. Jessica, Atlanta Domicile Executive Board Member Pamila Forte-Oak, and Board Member at Large Heather Kelly-Grey are attending the upcoming Working Women's Committee Meeting in Houston beginning January 16.*

Education Committee Member Josh Rosenberg entered the Meeting and presented a revised the **TWU Local 556 Irregular Operations (IROPS) Plan**.

Josh Rosenberg was excused at 1135.

Cuyler Thompson made a **motion (32)** to adopt the TWU Local 556 Irregular Operations (IROPS) Plan as presented. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

John Parrott submitted information necessary to continue discussions regarding the 2017-2018 TWU Local 556 Operating Budget.

Rachel Brownfield made a **motion (33)** to approve the balanced 2017-2018 TWU local 556 Operating Budget, including a Contract Enforcement Reserve Fund. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
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 **December 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 December 2017 Executive Board Meeting Minutes, Synopsis, Attendance Report, and Voting Record and Vote Tally.

Jessica Parker and Donna Keith left the Meeting at 1211.

The Executive Board continued to make corrections and changes to the December 2017 Executive Board Meeting Minutes, Synopsis, Attendance Report, and Voting Record and Vote Tally.

Brett Nevarez made a **motion (34)** to approve the December 2017 Executive Board Meeting Minutes as amended. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Excused
Jessica Parker	Excused

The motion **carried**.

Matt Hettich made a **motion (35)** to approve the December 2017 Executive Board Meeting Voting Record and Vote Tally as amended. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Matt Hettich made a **motion (36)** to approve the December 2017 Executive Board Meeting Attendance Report. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Michael Massoni	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Excused
Heather Kelly-Gray	Yea
Stacey Vavakas	Excused
David Jackson	Yea
John DiPippa	Abstain
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea

Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Excused
Jessica Parker	Excused

The motion **carried**.

Matt Hettich made a **motion (37)** to approve the December 2017 Executive Board Meeting Synopsis as amended. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

There was discussion regarding the 1st Membership Meeting of 2018, scheduled to take place the following week.

There was discussion regarding NetLaw’s proposal to offer product(s) to TWU Local 556 Members. John Parrott would contact the company’s representatives regarding the Executive Board’s decision not to offer the product(s) via TWU Local 556.

Brian "BR" Ricks made a **motion (38)** to excuse Donna Keith and Jessica Parker for Union Business. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte-Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Excused
Jessica Parker	Excused

The motion **carried**.

Brett Nevarez made a **motion (39)** to adjourn. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Audrey Stone adjourned the Meeting at 1253.

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

Cuyler Thompson
TWU Local 556 Recording Secretary