The meeting was called to order by President Paul Rinaldi, and the following individuals were in attendance:

Paul Rinaldi, President  
Patricia Gilbert, Executive Vice President  
Larry Lescane, Alaska Regional Vice President  
Kevin Peterson, Central Regional Vice President  
Phil Barbarello, Eastern Regional Vice President  
Bryan Zilonis, Great Lakes Regional Vice President  
Mike Robicheau, New England Regional Vice President  
Jim Ullmann, Northwest Mountain Regional Vice President  
Victor Santore, Southern Regional Vice President  
Tim Smith, Southwest Regional Vice President  
Hamid Ghaffari, Western Pacific Regional Vice President  
Mike MacDonald, Region X Vice President  
Barry Krasner, Executive Director

Old Business

Fatigue: The Fatigue group continues to negotiate the FRMS Charter and subsequent MOU with the Agency. Once completed NATCA will have a seat on the FRMS Steering Committee with a presence on the Fatigue Risk Office Team and work can begin towards many important fatigue issues facing the ATO. The issues include, but not limited to more mitigation techniques which pertain to scheduling, completing the work on the 3 recommendations pertaining to Sleep Apnea, fatigue flex while employing mitigation methods for the 7 hour workday before a midnight shift and finally completing and distributing the ATC Study completed in August of 2011. The Flight Service Station fatigue interviews are complete and the Fatigue Program Office briefed NATCA and Tech-Ops on April 2, 2012. The step 1 report of FSS Fatigue review should be delivered soon. (Barbarello – OPEN)

Currency Requirements: We continue to work the issue of currency requirements for TMCs collaboratively. The general concept the parties are discussing is as follows: TMCs and STMCs at enroute facilities, N90, SCT, NCT and PCT shall not be required to maintain currency on operational/control positions outside the TMU, but may request to maintain currency on such positions (i.e. dual currency). Requests to maintain dual currency shall be granted, subject to staffing and workload in the TMU. TMCs and STMCs at all other facilities must maintain currency on a minimum of two, and a maximum of six, operational/control positions outside of the TMU. All TMCs will be required to initially certify at an operational area outside the TMU (Barbarello/Smith – OPEN)

Drug and Alcohol Committee: The National Executive Board will be formalizing a committee to deal with concerns related to the agency’s Drug and Alcohol rules and regulations. A following committee charter was approved by the NEB. The committee would be a resource for NATCA facility reps to utilize when additional subject matter expertise is needed. (Barbarello – CLOSED)
NATCA Drug and Alcohol Committee Charter

The NATCA National Drug and Alcohol Committee (NDAC) shall be an ad hoc committee responsible to the President and National Executive Board (NEB). Its purpose is to provide subject matter expertise to the Union on Drug and Alcohol matters related to the collective bargaining agreement (CBA) and the Agency’s Drug and Alcohol rules and regulations.

Composition:

The NDAC shall be comprised of two (2) Regional Vice Presidents (RVPs), the Director of Labor Relations, an additional representative from NATCA’s Labor Relations department and four (4) designees as selected by the President and approved by the NEB.

The NDAC shall be co-chaired by the designated Regional Vice Presidents.

Meetings:

The NDAC shall meet a minimum of three (3) times per year, or as deemed necessary by the committee and in concurrence with the NATCA President.

In addition to face-to-face meetings, the committee may facilitate interaction between committee members through Internet based information sharing, conference calls or other means as appropriate.

A quorum is required for the committee to conduct business. A quorum consists of one co-chair and four (4) additional committee members. The committee will make decisions by consensus.

Budget and Finance

The NEB shall establish an annual budget to support the function of the NDAC. The committee shall be responsible for conducting their affairs in accordance with NATCA’s standard budgetary and financial requirements.

Committee Roles and Responsibilities:

The Drug and Alcohol Committee shall:

- Advise the President and/or the NEB on drug and/or alcohol issues that may affect NATCA’s bargaining unit employees.

- Brief the NEB annually as necessary, or as requested, on the committee’s work and progress on drug and/or alcohol related matters.

- Be a resource to all facilities for assistance regarding the CBA as well as the Agency’s Drug and Alcohol rules and regulations.

- Be a resource for NATCA Facility Representatives and/or RVPs to utilize when additional subject matter expertise is needed on matters related to the CBA as well as the Agency’s Drug and Alcohol rules and regulations.
• Be utilized to further educate NATCA representatives and members on their rights, and responsibilities as federal employees in safety/sensitive and/or testing designated positions (TDPs) with respect to the CBA as well as the Agency’s Drug and Alcohol rules and regulations.

• Develop guidance and provide support as necessary to all regional Drug and Alcohol representatives.

Facility Staffing: The parties are meeting at the national level on April 19th to formulate the collaborative workgroup and deal with other associated logistics related to facility staffing. (Gilbert/Barbarello – OPEN)

National Training Rep: Tom Adcock from ZMA has been selected as an additional national training rep to handle the increasing workload and initiatives. (Barbarello – CLOSED)

Dues workgroup: As previously discussed, the NEB decided to forgo the grammatical change at the 2012 convention and put a workgroup together to submit a dues recommendation to the NEB for the 2014 convention. The workgroup will consist of two RVPs-Tim Smith SW and Mike MacDonald X, one Finance Committee member and two NVT members. The NEB asked for the workgroup recommendations within 6 months that way if there is a need for a NEB proposed change in 2014 then there is 2 years to 18 months to properly vet, communicate and educate the proposed changes prior to the 2014 convention in September of that year. (MacDonald - OPEN)

Shared Services: Effective March 11, the FAA brought together all IT organizations within AFN, realigning those remaining in ARC and ABA into AIO. The second significant change consolidated AFN comptroller functions into a Resource Management office within ABA and was effective February 26. The new ABA organization, ABP-500, brings together best practices of comptroller organizations from each of the functional areas in AFN and allows for standardization and improved efficiency. Two other offices in ABP, Budget Execution and Capital Budgets made changes to continue to effectively manage their organizations and produce successful results. NATCA needs to investigate the structure of the new ABA organization and begin the process of clarifying that specific FLRA certification. (MacDonald – OPEN)

ERAM: We are awaiting the next software drop (1300), currently scheduled to be released April 24th. This is a rather large software build with numerous fixes intended to support longer operational runs at all Enroute Centers who have declared IOC to date. We are also working collaboratively with the FAA on adding more facilities to the ERAM Steering Committee and also looking at combining ERAM Steering Committee meetings with National User Team (NUT) meetings. ZSE and ZLC both had significant issues identified over the last couple of weeks that has caused dual channel failures with the fix scheduled to be included in the 1300 Software build. These issues will be briefed in depth to field facilities attending the next ERAM Steering Committee meeting. (Ullmann – OPEN)

Denver Convention: We currently have a meeting scheduled at the site of the 2014 MSP Convention the week of June 11th. We are preparing a list of “lessons learned” to be briefed to Bryan Zilonis and the MSP Convention Committee. (Ullmann – CLOSED)

National Office IT: The project kick-off meeting was held with Delcor on April 4th. The once per week on-site Delcor person started on April 4 (reviewed bi-annual on need for
renewal) and we will transition to the new hardware started on April 10th. The new local server is scheduled for install on April 23rd at the NATCA national office. The tentative date for migration to the Delcor Cloud is the weekend of May 5-6. We are down to interviewing 3 candidates for IT Specialist position. (Robicheau – OPEN)

**Basic Legislative Class:** This should be a closed issue, as we just let the Legislative Committee chair know that Basic Legislative Training & associated registration shall be done the same way as all NATCA academy training. (Robicheau – CLOSED)

**Midwest Contract Analysis:** It was the desire of the NEB that the Midwest Collective Bargaining Agreement be reviewed by the LR Department with an eye toward making recommendations relative to bargaining their next CBA. Brian Sherry will be leading that effort which will include field feedback as well as internal analysis. It is expected that recommendations will be delivered to the NEB by May 1. (Krasner – OPEN)

**OSI:** Only a few discrepancies remain with the OSI settlement. Those cases are being worked and will be resolved shortly. (Peterson – CLOSED)

**Course Management system for the NATCA Academy:** No change. Looking at alternative to a CMS to begin developing some online courses. (Ghaffari – OPEN)

**Flight Deck Training:** NATCA just submitted a MOU proposal to accompany the new FDT order. The FDT order has some minor issues that need to be addressed, but we are very close to being done. (Ghaffari – OPEN)

**Arbitration Advocacy I w/ Leadership Systems:** Just wrapped up AAT-I in MCO with Angela from Leadership Systems. She will begin developing the new curriculum for the course. (Ghaffari-CLOSED)

**Secretary/Treasurer, FCT, OWCP, OSHA and Drug & Alcohol Classes 2012:** Meeting in DFW next week to revise the Sec-Treasurer course. Working with Committee chairs to revise the other courses. Scott Pressley has provided a draft of the new Drug and Alcohol class. (Ghaffari – OPEN)

**Just Culture Update:** Meeting with ATO and NATCA in SFO on May 15th to discuss the future of Just Culture. (Ghaffari – OPEN)

**ZMA/ZHU/ZAB Update:** ZAB arbitration scheduled in June. A joint statement has been sent to the arbitrator for a hearing later in June for ZMA and ZHU. (Santore- OPEN)

**Furlough Fund:** We are still soliciting for repayment from those who received assistance. The NEB agreed that those that have not repaid the fund will be ineligible for further assistance if the program is needed again. (Gilbert – OPEN)

**Proposed Training for National A48 Reps:** The course is in early development. It will include scenarios on Basic LR (pertinent CBA articles), Expectations (dress code, problem resolution, weekly or monthly communications), Vouchering-Finance, Communication, Collaboration, Professional Standards, Think Before You Act. (Ghaffari – OPEN)

**Seniority:** Upon returning from the convention, the General Counsel’s office informed the Federal Labor Relations Authority (FLRA) of the seniority change enacted by the convention delegates on March 28th and sought confirmation that the seniority change constituted compliance with the FLRA’s February 13, 2012 decision. Discussions with the FLRA over
the remedial effect of the seniority change are ongoing while NATCA compiles a list of the bargaining unit employees impacted by the seniority change and their new seniority dates for submission to the Authority. Out of an abundance of caution to protect deadlines that were about to expire, NATCA filed a petition for review of the FLRA’s decision with the United States Court of Appeals for the Seventh Circuit on April 13. NATCA anticipates that the Union and the FLRA will agree on the seniority change constituting the requisite compliance prior to the date for submitting briefs to the Seventh Circuit and that appellate review will ultimately not be required. Information on the final settlement of the seniority issue with the FLRA will be provided when it occurs. (Rinaldi – CLOSED)

Health Order 3930.3b: We recently completed a collaborative rewrite of FAA 3930.3B, the ATCS Health Order that sets medical standards for all operational personnel. This revision was long overdue. The Health Order was last revised approximately 31 years ago under Administrator Langhorne Bond. Revising the Order included a complete review of all medical standards by Dr. Quay Snyder of Aviation Medical Advisory Services (AMAS).

Some of the major changes to the order are:

- Recognition of the CBA as superior when in conflict with the order

- Significant changes to Privacy standards - Operational personnel are only required to divulge the actual condition, specific medication, or nature of their illness to the Flight Surgeon. They are not required to divulge any personal medical conditions to ATO management. Medical personnel are required to keep medical information private.

- Creates a streamlined and definitive process for Inter-Regional Transfers - Once medically cleared by one region, personnel will be considered medically cleared in all regions. HR must notify Aerospace Medicine in the gaining region no less than 30 days before transfer date of the employee so that they can complete any required coordination.

- Appeals process for medical disqualifications - The order creates an additional avenue of appeal for employees who are deemed to be medically disqualified. This appeal is in addition to their final appeal to the Federal Air Surgeon contained in Article 66.

- Allows CIC's to perform the duties currently required by FLM's for Insulin dependent controllers

- New medical standards and procedures for color vision testing. NATCA and the Agency are currently negotiating procedures that will be applicable in the event current employees are affected by the new color vision standards.

In addition to the changes in the Order itself, NATCA and the Agency are working together to make Medxpress available to controllers to complete their annual 8500-8 forms. Medxpress has been available to the pilot community for several years. Members with questions may send them to healthorder@natca.net. (Santore – OPEN)

Guam Base Privileges: The FAA and DOT have pursued the issue with the Base, DOD and the WH and have instituted what they can for FAA employees working there. (Gilbert –
CLOSED)

**Historical Committee:** The Historic committee is officially up and running. They are schedule to meet the week of June 18th in DC. (Gilbert – CLOSED)

**Training Review Board Class:** The initial class in January was a resounding success. The next class, which is being enhanced, is scheduled for October 2012. (Smith – CLOSED)

**PL 92-297 v. OPM MRA:** NATCA’s Govt affairs department, along with Eugene Freedman, are researching legislative options (if there are any) for dealing with employees who are required to retire before they are eligible for the full benefit. (Gilbert – OPEN)

**Boots on the Ground/2012 Election/PAC Strategy:** There are several meetings scheduled to plan for this year’s initiatives. (Rinaldi/Gilbert – CLOSED)

**Constructive Suspensions:** NATCA’s outside counsel is reviewing our options to provide remedies for previous MSPB cases where a remedy was not awarded. (Krasner/Santore – CLOSED)

**En Route Stage Training:** A review of the En Route Stage Training changes was conducted in Denver by Tim Smith, Bryan Zilonis, Jeff Richards, Garth Koleszar, and Tom Adcock. Tom Adcock will attend the next meeting of the group which began on April 17th. If able the impact concerns will be addressed within the group itself. Tom will brief out to the larger group whether there is a need to request to deal with the impact issues in a separate negotiation. (Zilonis/Smith – OPEN)

New Business

**NATCA Training Class Notifications:** There is concern that members are not receiving sufficient notice on whether they have been accepted as a candidate for one of NATCA’s training classes. It was agreed that we will provide a minimum of 45 days notice. (Peterson – CLOSED)

**NATCA Airspace and Area Navigation/Performance Based Navigation Committee:** The National Executive Board has established the NATCA Airspace and Area Navigation/Performance Based Navigation Committee. A following committee charter was approved by the NEB. (Barbarello – CLOSED)

**NATCA Airspace and Area Navigation/Performance Based Navigation Committee Charter**

The NATCA Airspace and Area Navigation/Performance Based Navigation Committee shall be an ad hoc committee responsible to the President and National Executive Board (NEB). Its purpose is to be the focal point for the Union on policy concerning airspace and Area Navigation/PBN matters related to NATCA participation in the study, design, training and implementation of airspace changes and associated Area Navigation/PBN in the National Airspace System (NAS).

Airspace and Area Navigation/PBN projects that involve multiple facilities and/or cross regional boundaries require coordination with the NATCA Airspace and Area Navigation/PBN Committee.

**Composition:**

The NATCA Airspace and Area Navigation/PBN Committee shall be comprised of the National Airspace representative, a representative of the Safety and Technology
department, the National Area Navigation/PBN representative, a national terminal representative and a national enroute representative, as selected by the President and approved by the NEB.

The chairperson of the Airspace and Area Navigation/PBN committee shall be a member of the committee, selected by the President.

Meetings:

The NATCA Airspace and Area Navigation/PBN Committee shall meet at least three times a year, or as deemed necessary by the Committee and in concurrence with the NATCA President.

In addition to face-to-face meetings, the Committee may facilitate interaction between Committee members through Internet based information sharing, conference calls and other means as appropriate.

The goal of the committee is to make decisions by consensus. However, in the absence of a consensus, the committee will make decisions by majority vote.

Budget and Finance

The National Executive Board shall establish an annual budget to support the function of the Airspace and Area Navigation/PBN Committee. The Committee shall be responsible for conducting their affairs in accordance with NATCAs standard budgetary and financial requirements.

Committee Roles and Responsibilities:

The NATCA Airspace and Area Navigation/PBN Committee shall:

- Make recommendations to the President and/or the NEB on airspace and Area Navigation/PBN issues.

- Advise the President and/or the NEB on airspace and Area Navigation/PBN issues that may affect NATCA's bargaining unit members.

- Brief the NEB annually, as necessary or as requested, on the Committee's work and progress or any specific airspace or Area Navigation/PBN issue.

- The Chairperson shall keep the Safety and Technology Department advised of all committee activities to ensure all projects affected by the NATCA Airspace and Area Navigation/PBN Committee are coordinated with appropriate NATCA Technical Representatives.

- Coordinate the activities of, and provide support and training to members of the NATCA Airspace and Area Navigation/PBN Committee.

- The Airspace and Area Navigation/PBN Committee is available to all facilities for assistance regarding airspace and Area Navigation/PBN projects.

Internal Grievance GL-12-01: Grievant Thomas Cvanciger v. Charged Party Anthony
Howard. The NEB voted to dismiss this internal grievance. (CLOSED)

**Dan Ermutlu’s Un timely Voucher:** In accordance with SRF-20 the NEB unanimously approved the voucher. (Gilbert – CLOSED)

**Untimely Internet vouchers:** Gilbert -In accordance with SRF-20 motion to grant approval for untimely internet reimbursement vouchers for SRF-12 locals back to July 1, 2011. NEB passed unanimously (Gilbert- CLOSED)

**Revised NSC Charter:** The National Safety Committee proposed amendments to their committee charter to be in compliance with the constitution. NEB passed unanimously. (CLOSED)

**NATCA National Safety Committee Charter**

*Effective 04/17/2012*

The NATCA National Safety Committee (NSC) shall be a national standing committee as mandated by NATCA’s National Constitution.

The NSC’s purpose is to be the focal point for NATCA on all safety issues affecting NATCA bargaining units. The NSC has been established to provide continuity and expertise to the NATCA safety infrastructure. The NSC meets regularly to assess the safety and performance of the NAS (National Airspace System) and will respond to the vital issues facing NATCA represented bargaining units and the flying public.

The NSC is made up of safety representatives from various specialties from within NATCA’s diverse bargaining units as mandated in the National Constitution. The Committee examines the problems that have both a direct and indirect impact on the safety of the NAS and, additionally, develops and evaluates solutions in response to these problems.

- The NSC shall work at the direction of the President, Executive Vice President, and National Executive Board.

- The NSC will advise and make recommendations to the President, Executive Vice President, and National Executive Board on safety issues that may affect NATCA’s bargaining unit members.

- The NSC will coordinate committee activities with the Director of Safety and Technology.

- The NSC will coordinate with, and provide input/guidance to NATCA’s associated representatives concerning changes affecting existing and future equipment and technology requirements, and current and proposed rules, regulations and directives that affect NATCA represented bargaining units.

- The NSC will serve as the primary focal point for all voluntary safety-reporting programs.

- The NSC will work with the FAA and/or industry safety groups to advance aviation safety.
• The NSC will organize, schedule, and set the agenda for NATCA’s annual Communicating for Safety conference.

• The NSC will identify the safety training needs of the membership and take steps to address those needs.

In addition to CFS, the NSC will meet at least twice a year, or as deemed necessary by the President.

Automation Specialists Discussion: AOS reps representing Operations Support Facilities will be added to NATCA’s National website to make known who the point of contacts are for these facilities. Additionally, they will be added to the GATS system as NATCA reps. (Zilonis-CLOSED)

MU Collaboration Issues: We are having difficulties with the collaborative process gaining a foothold outside the ATO. Several issues have been identified as possible reasons for the poor progress. The issues will be raised with the Administrator by the NATCA President. (Rinaldi-CLOSED)

Open Season for Serco Towers: MacDonald -Motion to conduct an open season for Serco Federal Contract Towers as recommended by the Organizing Committee. NEB passed unanimously. (CLOSED)

Set-up funds for new locals: Gilbert -Motion to allocate $350 set-up fee for new locals to get up and running. NEB passed unanimously. (Gilbert-CLOSED)

NATCA Newsletter Delivery: After discussion it was agreed to offer members an option to receive the NATCA newsletter via electronic means only. Mike Robicheau will research the means technology method to accomplish this. (Robicheau-OPEN)

Additional Pass/Fail training points: The agency is proposing to add additional pass/fail training points within the terminal and enroute options. NATCA will raise this issue to the Collaborative Steering Committee. (Barbarello/Gilbert-OPEN)

Collaboration at the District level: With the establishment of Stand-alone district managers throughout the country it has become apparent that we need to engage them in the collaborative process. To that end we will propose to formulate a workgroup composed of district managers and NATCA ARVPs to work out a collaborative process for that level. (Barbarello-OPEN)

Accountability Board issues: There have been a great number of concerns with the agency’s accountability board rules and regulations. We will establish a workgroup to conduct further research into the identified concerns. Larry Lescanec will take the lead for this initiative. (Lescanec-OPEN)

Job Sharing at the FCTs: There are concerns that job sharing at the FCTs will be prohibited in the near future. We will try to find out if the concerns are valid. (Gilbert-OPEN)

Individual Development Plans: There is question as to whether an Individual Development Plan (IDP) meets the definition and/or intent of NEB Resolution #5 as written below. An IDP is a jointly developed written plan by an employee and his/her supervisor detailing training, work assignments and other developmental activities designed to assist the employees progress in a current or future career field. It was decided that an IDP does not meet the definition and/or
Resolution #5
In the event any bargaining unit member applies for or is selected for an official management development program (i.e. ATLDQ, PEL, etc.) he/she shall immediately vacate any presently held elected/appointed Union position. He/she shall not be eligible to run for or hold office, or be appointed to any position within the Union for a period of 12 months after their application or completion/termination of an above mentioned program whichever occurs later.

Ham Ghashiri Tuition Reimbursement: Ham Ghashiri’s tuition reimbursement was approved in accordance with SRF-14. Approved w/Ghashiri abstaining. (CLOSED)

Safety and Tech Communications Flow Chart: NATCA’s Director for Safety and Tech has proposed a flow chart for communications for the many initiatives NATCA is involved in. More information was needed to work the issue. Bryan Zilonis will take the lead on working with Dale to gain clarity on the issue. (Zilonis-OPEN)

Briefings

Workforce Engagement (WE): The National Executive Board conducted a phone conference with Gallup, NATCAs WE lead Jerry Johnston and FAA WE lead Rick Wallace to discuss current status of the program.

Benefits Committee Briefing: John Bratcher, the Chairperson of the Benefits Committee briefed the NEB on issues that are before the committee. Mr. Bratcher briefed on the Retirement Seminars that have been approved to date for the S. Harman Retirement briefings. He also briefed on the creation of an explanation to facreps regarding the services provided by S.Harman, Cambridge Financial Partners and Southern Insurance Group. This will be sent to the board before it is distributed to the Facreps. John briefed the board on the new Benefit Brochures and asked that if any facilities would like some of these sent to them that the RVP’s forward those request to the committee. He also stated that this year the benefits list were also included on the calendars sent out. Also briefed was the committee’s intent to create and distribute a Members Satisfaction Survey via an online method. The committee will be formulating the survey questions at it’s meeting in May and will forward to the board for approval before it is sent out. Mr. Robicheau suggested that the committee contact the ITC committee about using Survey Monkey for this survey.

Membership Board of Trustees Briefing: John Bratcher, the Chairperson of the Membership Board of Trustees briefed the NEB on the Trustees Annual meeting in Denver. Mr. Bratcher briefed the board on the UNUM LTD Open Enrollment period and that we had about 260 new enrollments so far and that historically most members enroll in the last 2 weeks of the open period. Mr. Bratcher discussed with the board the discussions he has had with UNUM about the initial enrollment period for new members. He will update the board as new developments arise concerning the NATCA/UNUM LTD plan. Mr. Bratcher also briefed the board on ERISA concerns with our benefit providers and how the board was addressing them.

Organizing Committee Briefing: John Bratcher, the Chairperson of the Organizing Committee briefed the NEB on issues that are before the committee and the state of the current Organizing campaigns. Mr. Bratcher said the committee would like the board’s approval to solicit two new additions to the committee. Because of the committee’s responsibilities with internal and external organizing the committee asked to add a Region X
member and a member from one of the FCT Bargaining units. John also briefed the board on the state of the FCT program and the increases to NATCA's FCT bargaining unit.

Mr. Bratcher spoke to the board about the need for some sort of dues advance/seed money for new locals starting up. He explained that because there is cost in setting up new locals and depending on when they come into the NATCA fold they may not receive a due rebate check for sometime thus the set-up expenses are coming out of the members pocket. The committee believes that $350 would give them the funds available to setup a local and conduct the business of the union until they receive a dues rebate check.

Mr. Bratcher briefed the board on the recent internal organizing efforts within the SERCO Bargaining unit and the interest shown by the eligible employees at the FCT's in that bargaining unit. Mr. Bratcher asked that in accordance with the NATCA Constitution the board approve a 90-day Open Season for the SERCO Bargaining unit only. This Open Season would be conducted from May 1st until July 29th. John stated that because of the upcoming national events and the feasibility to get organizers into these facilities in a timely manner that this length was needed.

Patricia Gilbert
Executive Vice President