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
Steve Munroe, 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

Abigail Glenn-Chase, John Bratcher, Russ Miller and Clint Lancaster were also in attendance.

Old Business

Currency Requirements: The new procedures are still on hold. Currency requirements for TMCs have been agreed to as follows- All TMCs are required to fully certify in an operational area outside the TMU at the facility they are assigned as a TMC. 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. (Barbarello/Smith – OPEN)

Facility Staffing: The joint workgroup is scheduled to meet August 19th and 20th to resume its activity in developing a rational operationally based distribution of air traffic control specialists. (Gilbert/Barbarello – OPEN)

Traffic Mix Formula: This issue will be discussed at the National Validation Team meeting taking place the week of Sept 23rd. (Santore – OPEN)

Complexity Appeal Review Committee: Several facilities have submitted requests for review to the NVT to see if the recent TEB CARC decision is applicable to their airspace. The NVT is currently working with the FacReps of those facilities to get the required documents. (Barbarello – OPEN)
Staff Specialist Work Assignments: The Staff Specialist Work Assignments issue is being worked by the Collaborative Steering Committee. The matter is currently unresolved. (Zilonis – OPEN)

Interest Based Communications (IBC): Next level IBC training is scheduled to startup in September, with "Train the Trainer" occurring at the beginning of the month. There is a schedule being developed for Next Level training around the country thru September 2014. Additionally, work is being done to accomplish combining initial Collaboration training and IBC training for Joint Sponsors into a 2 day class that will be held quarterly in various locations around the country starting in January 2014. This periodic class will replace RCs doing it facility-by-facility as ATMs or FacReps are replaced. (Smith – OPEN)

Mentorship Program: Meetings were held this week with Dawn Johnson, who is being mentored for the position of NATCA Reloaded Chairperson. The Reloaded Committee meeting, originally scheduled for April 2013 but cancelled due to the furloughs, is scheduled for August 26-28 in Portland, OR. The NATCA 101 class was debuted at the NSO regional meeting the last week of July and received good reviews. Expect more information on the NATCA 101 Class schedule, along with the formal mentorship program at the next NEB meeting in September. (Ullmann – OPEN)

Performance Based Navigation: Non-OAPM PBN projects have been created and continue to be proposed across the National Airspace System (NAS). NATCA has proposed an MOU that would establish a National Non-OAPM PBN Representative along with joint service area OAPM pairs to facilitate successful development and implementation of new procedures. The MOU covers NATCA’s participation in all aspects of ongoing and new Non-OAPM PBN initiatives. (Ullmann – OPEN)

LAX TBIT/Taxiway T Delay: The Western Terminal Director disagrees with LAX NATCA and Management on a need for a 5th STARS suite for the new GC-3 position at LAX. Therefore, the issue has been elevated to the national level. (Ghaafari – OPEN)

Training Order 3120.4N: The initial review of the training order structure is complete. Another meeting to discuss the assignment of tasks is in the process of being scheduled. (Zilonis – OPEN)

ERAM/ERAM CHI/System Enhancements: The ERAM National User Team and Steering Committee met the week of August 5th in Kansas City and focused efforts towards finalizing a post furlough implementation plan. The FAA has stated that ERAM is the number one priority and have also expressed the desire to ensure the program is not “stopped” again in the future. Current implementation schedules call for the last facilities to declare ORD in 2Q FY15.

There is still concern over the transmitted altitude issue, and testing is scheduled at the Tech Center in late September. This is a major issue for ZNY, ZDC and ZBW and if an acceptable fix is not found in the near term, it will have a major impact on implementation at these sites. The current plan forward is a change in past ERAM philosophy, which has been to ensure a facility
has a clear path forward from IOC to ORD. With the limited number of software builds left, it is important to see live operational runs as soon as possible at ZNY, ZDC and ZBW. There is a large amount of discovery expected from these operational runs, and it is important to have issues identified quickly to help expedite fixes being included in future software builds.

ZME, ZFW and ZOB have operational runs scheduled to occur in the next 6 weeks, and at this time seem to have a clear path from IOC to ORD.

One issue identified at the ERAM meetings in Baltimore last month is the fact that SGET issues remain at numerous facilities that have achieved ORD. Without SGET problems completed, the TIL in these ORD facilities must continue to run via HOST, not ERAM. This means that these facilities, though having achieved ORD, cannot decommission HOST. The decommissioning of HOST has been clearly identified as an immediate cost savings, which falls in line with the COO’s request to ensure financial savings are realized whenever possible.

An agreement has been made to hold all future ERAM meetings in Washington DC, Kansas City or Indianapolis. NATCA approached the FAA last year with this concept, in hopes to ensure cost savings, the ease of familiar travel needs and in response to numerous reports of Government meetings held in high profile locations. There was agreement to have the RVP’s and DO’s who attend the ERAM Steering Committee meetings take part in the ART 48 Workgroup debrief that normally occurs at the conclusion of the SC meeting.

There was much discussion surrounding OAPM projects and their effect on ERAM testing and implementation. We have at least two projects (Washington DC and Atlanta) that have initially been identified as possibly conflicting with ERAM. We are continuing to gather data and working on how these potential conflicts are dealt with.

NATCA and FAA Leadership are working on a plan to visit the remaining ERAM facilities. The goal is to have conversations with local NATCA, management, and the local ERAM teams to discuss any perceived obstacles to implementation. (Ullmann – OPEN)

**Dues Workgroup**: Finished providing briefings to remaining regions. Workgroup is now working on a briefing for the general membership. Once that package is complete and approved by NEB, it would be mailed to the FacReps in advance of sending to the general membership. (MacDonald – OPEN)

**ZHU/ZMA/ZAB Update**: ZAB Decision received on July 3rd. The Parties are now in the compliance phase. The Arbitrator Ordered the Agency to calculate ZAB’s CI utilizing Dawson’s 2004 program for 2004 and 2005 calendar years. The Agency initially claimed they did not have Dawson’s program, but later found it. The Agency utilized the program to run 2004 and 2005 CI. The CI demonstrates that ZAB was over the breakpoint for 10 consecutive months beginning with March 2004. Beginning in February 2005, the CIs drop below the breakpoint, but not below the buffer. The 2005 numbers are also not reliable, as the Agency has not been able to locate the MAG data for 5 months of 2005. The next phase of compliance involves review of ZAB’s CI by members of the NVT. The Arbitrator allowed 15 days for the NVT members to provide comments/objections with regard to the Agency’s run of ZAB’s CI. Once this phase is
concluded, the Parties will have 15 days to file briefs to the Arbitrator with respect to the appropriate remedy. Upon receipt of the Parties’ briefs, the Arbitrator will issue a final decision on remedy.

ZHJ/ZMA post hearing briefs are due on September 6th. Rebuttal briefs will be filed, and while there is no definitive timeframe set as of yet, past experience indicates that the rebuttal process might take another 4-6 weeks. At that point the Arbitrator would formally begin deliberations and a ruling would follow. There is no deadline for a ruling. The Arbitrator in this case was the same one who presided over the original hearing and took just over a year to render his original decision on the merits of the case. Given that the current issue solely involves remedy, it should not take quite as long this time. (Santore – OPEN)

PL 92-297 v. OPM MRA: A one-pager on the issue is being developed to give to S. Harman to use in the retirement briefings. We will post it in the next meeting minutes. (Gilbert – OPEN)

Guam base privileges, DOT-1: The condition of the medical facilities available to the controllers are deplorable. Pricing for groceries off the base are extremely high. A revised request for Base privileges has been sent to the new Secretary of Transportation. Additionally a joint workgroup has been established and tasked to look at regaining lost privileges, mitigations and/or services for our members. (Rinaldi – OPEN)

C90/N90: A joint workgroup was convened with an initial meeting August 5th and 6th. Trish Gilbert and Mike McCormick tasked the workgroup with developing recommendations to address the severe staffing shortfalls at C90 and N90. Another meeting is scheduled for September 9th and 10th. (Gilbert – OPEN)

AOS Bargaining Unit Representation: The existing structure of the bargaining unit was discussed, along with gathering of needed data via telcon. The workgroup met in person on August 9th in Nashua, NH. The structure in the OSF is very complex. NOSF is in up to 5 different locations. The group considered creation of an AOS-only unit, but there is an issue with others who would like that autonomy. Zilonis asked the board for permission to work with the Organizing Committee to create an education package for AOSs and FacReps as to why the employees should join the union, as well as doing a mini-Open Season. 41 out of around 165 employees are part of the union currently. Gilbert requested that Zilonis get AOS on the agenda in an upcoming board meeting. (Zilonis – OPEN)

National Employee Services Team (NEST) Issues: Several policy decisions surrounding applicants that will be reviewed by the NEST are being discussed. The Union has submitted a policy proposal to the agency and is waiting on a response. Additionally, work is continuing on the formula used to identify vacancies. (Barbarello – OPEN)

Recurrent Training: The NEB discussed feedback they are getting on recurrent training with Steve Hansen- Safety Chairman and Tom Adcock-NATCA National Training Rep. Most of the discussion centered around out-of-facility facilitation and the ability to break up the class into segments. Tom and Steve reported that facilities have the ability to break recurrent trainings into
2-hour sessions to ease scheduling problems and have in fact done that in some places. The four-hour sessions regarding mitigating safety issues are really three hours of material with a break.

The class requires both a NATCA and management facilitator. If a facility doesn’t have one or the other, someone else has to be brought in to lead the class. NATCA believes that instructor-led training is much more effective than online training so sometimes outside the facility facilitators are the only way to complete the training. Tom and Steve closed the discussion by reminding the NEB that his group is open to feedback on recurrent training at any time. (Peterson – CLOSED)

**Southwest Collaborative Aviation Resource Training (CART):** The NEB needs to determine whether NATCA is interested in participating in the growth of this Program. (Zilonis – OPEN)

**Proposed NATCA Standardized Local Constitution:** An audit was conducted using 213 local constitutions. Work continues on developing a standardized constitution. (Krasner/Robicheau – OPEN)

**Within-Band and Reassignment Increases:** The issue was raised to the Tech Ops VP. They began looking into this and have discovered that as a LOB they have not been awarding these increases to the approved level (2%) of workforce and they were only awarding to 1% of workforce. The agency is gathering more data on the issue. NATCA has submitted several FOIA to get additional information. The last one the agency said it would require $1300 for the information so we are rewriting to reduce cost. (MacDonald – OPEN)

**Ops Assessment Notice Expiration:** Working with Terry Biggio on a mutually agreeable date to meet and review the OAP data from all three sites. (Ghaffari – OPEN)

**Travel Audit Issues:** The CSC has established a collaborative forum to deal with travel policy audit concerns identified in Region X. (Gilbert/Barbarello - Open)

**Airport Surface Surveillance Capacity (ASSC):** SMS panel scheduled in mid-September. (Rinaldi – OPEN)

**Federal Contract Tower Training Class:** We have previously discussed having the FCT Rep training in DC. The feedback from them was that they would like to have training in DC occasionally, in order to be exposed to the national office. We have been rotating the class between ATL and DFW for the last few years. The recommendation to the NEB is to add DC to the rotation, and rotate between DFW, ATL and DC, starting with DC in 2014. The National Executive Board adopted the recommendation. (Smith - CLOSED)

**Document Retention Policy:** Rita Graf, Barry Krasner and Lauren Schmidt briefed the board on the developed document retention policy for the organization. There was a change of rules in federal procedures, and Rita has been concerned that we don’t have a set policy for court cases and recovery. Locals and facilities will have to be educated, and Lauren will develop a form letter and ask facilities to certify that they have complied with the policy. The finance committee can add it to their audit checklists. The NEB unanimously adopted the document retention
NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION DOCUMENT RETENTION POLICY

This document constitutes the Document Retention Policy and Procedures (hereinafter the "Policy") of the National Air Traffic Controllers Association ("NATCA" or "Union"). NATCA records must be retained so long as the records are: (1) necessary to the current conduct of Union business; (2) required to be retained by applicable statute or regulation; (3) relevant to pending or foreseeable investigations or litigation; or (4) of historical value to the Union.

1. Coverage. The Policy covers the NATCA National Office and all NATCA Regional Offices, Committees and Locals. All NATCA National Officers, National Office Staff, Regional Office Staff, Committee members and Local Union representatives are required to adhere to this Policy.

2. Administration of the Policy. The NATCA National Executive Board ("NEB") will administer the Policy. The NEB may delegate its administrative responsibilities under this Section to the Document Retention Committee, comprised of the NEB Liaison, the Executive Director, the General Counsel, the Assistant General Counsel, the Office Manager and the Director of IT.

3. Document Retention Schedule. Records of the NATCA National Office, Regional Offices and Committees must be maintained in accordance with the attached NATCA National Document Retention Schedule. Records of Local Union offices must be maintained in accordance with the attached Local Document Retention Schedule. NATCA’s Assistant General Counsel will conduct an annual review of both document retention schedules to ensure that the timeframes comport with applicable law, rule, or regulation and meet the Union’s needs. Any amendments to either document retention schedule must be made in accordance with Section 12, below.

4. Education and Updates. NATCA’s Executive Director and Assistant General Counsel will ensure that all NATCA National Office employees, Regional Office employees, Committee members and Local Union representatives are notified of and educated on the Policy prior to its implementation. In the event that either document retention schedule is revised, the Assistant General Counsel will issue an electronic notice with the revised document retention schedule to those employees affected by the change(s).

5. Electronic Records. All records, including those maintained in electronic format, are covered by the Policy. Documents in electronic format shall be
retained and disposed of in the same manner as hard copy documents. Electronic mail is not covered by the Policy.

6. **Retention Method.** Documents may be stored electronically and/or in hard copy, depending on the retention method prescribed in the applicable document retention schedule. Where the applicable document retention schedule indicates "E," one copy of the document must be stored electronically, as defined below, and any hard copies must be destroyed. Where the applicable document retention schedule indicates "E and H," one copy of the document must be stored electronically with a hard copy backup. Where the applicable document retention schedule indicates "E or H," the document may be retained either as an electronic copy or in hard copy format. For example, documents of a certain type may have been retained in hard format in previous years but are now saved only in electronic format.

a. **When saving documents electronically,** National Office Departments, Regional Offices, Committees and Local Union offices are encouraged to minimize redundancies in electronic storage. For example, several employees should not maintain separate electronic copies of the same document unless necessary.

b. **Local offices are encouraged to maintain backup systems for all electronic storage.**

c. **NATCA National Officers, employees of the National Office and Regional Offices, and Committee members are required to observe the following:**

i. **Method of Electronic Retention, PC Users.** PC users must retain the required electronic documents on the NATCA National Office servers, unless the NATCA National Document Retention Schedule prescribes another method, (e.g., Union Ware).

ii. **Method of Electronic Retention, Mac Users.** Mac users may retain the required electronic documents on their hard drives as long as they have Time Machine backup. However, Mac users are strongly encouraged to retain the required electronic documents on the NATCA National Office server.

iii. **Other Methods.** If the NATCA National Document Retention Schedule prescribes another method of electronic storage, such as UnionWare, natca.org or other vehicle, the document should be stored via that vehicle only, unless stated otherwise in the retention schedule.
7. **Retention Timeframes Established by Law, Rule or Regulation.** Notwithstanding any retention periods set forth in the applicable document retention schedule, NATCA records must be retained for at least the minimum period established by applicable law, rule, or regulation.

8. **Destruction of Records.** Destruction of NATCA records shall be carried out in accordance with the Policy and the applicable document retention schedule. All documents containing the personally identifiable information (e.g., full name, home address, date of birth, social security number) of an employee or member shall be shredded and all other documents shall be recycled. Any questions regarding destruction of documents should be directed to the Assistant General Counsel. If the purging entity believes that any document may be of historical significance, the documents should be provided to the NATCA Office of General Counsel for the review of the Document Retention Committee.

   a. **National Office and Regional Offices.** Each National Office Department and each Regional Office must conduct a document purge every six (6) months. The Assistant General Counsel will issue a biannual reminder notice, providing instructions on how and when to conduct the purge.

   b. **Committees.** Committees must conduct a purge, in accordance with the NATCA National Document Retention Schedule, at least once per year.

   c. **Locals.** Locals are strongly encouraged to conduct a purge, in accordance with the Local Document Retention Schedule, at least once per year.

9. **Pending or Foreseeable Litigation or Investigation.** The destruction of records shall be suspended immediately upon receipt of legal process or other notice of pending or foreseeable investigation or litigation. In the event NATCA receives notice of pending or foreseeable litigation, the Office of General Counsel will issue a Red Alert Notice to all affected. The Red Alert Notice will provide instructions to those affected as to how to proceed. Immediately upon receipt of a Red Alert Notice, the NEB and its designees shall ensure that all records are secured to prevent the destruction of documents. This suspension shall be lifted only upon written authorization from the Office of General Counsel.

10. **Annual Audit.** The Assistant General Counsel, with the assistance of the Executive Director, will conduct an annual audit of NATCA's records to ensure adherence to the Policy. NATCA managers, Committee Chairs and Local Union representatives are responsible for ensuring that any subordinates comply with the Policy throughout the year.
11. **Violations of the Policy.** Failure on the part of any NATCA employee to follow the Policy may result in civil and/or criminal sanctions against the organization and its employees, and/or disciplinary actions against the employees responsible. NATCA managers, Committee Chairs and Local Union representatives are required to periodically review any subordinates’ document retention practices to ensure that they are in compliance with the Policy.

12. **Interpretation & Amendment of Policy.** The NEB, in conjunction with the Office of General Counsel, shall be responsible for interpreting the Policy. Any proposed amendments to the Policy or the document retention schedules must be submitted to the Office of General Counsel, in writing, and approved by the NEB. Amendments approved by the NEB will take effect immediately.

13. **Effective Dates.** The Policy shall take effect as follows:


   b. Local Union Offices: March 1, 2014

As of the applicable effective date, the National Office, Regional Office, Committees and Locals will begin the transition to full compliance with the Policy and the applicable document retention schedule. The transition to full compliance is expected to occur throughout calendar year 2014.

**New Business**

**Tuition Reimbursement:** Ham Ghaffari’s request for tuition reimbursement was approved (with Ghaffari abstaining) in accordance with SRF-14 (Rinaldi – CLOSED)

**Tuition Reimbursement:** Erica Locke’s request for tuition reimbursement was approved in accordance with SRF-14 (Rinaldi – CLOSED)

**RFS and EAP in NWP:** Western Pacific region has had a host of problems with the decision making and delays surrounding drug and alcohol related issues. Phil and Victor will raise these concerns to the Federal Air Surgeon. (Barbarello/Santore – CLOSED)

**National Grievance re: Agency’s Decision to mandate Sleep Apnea testing:** This case has been scheduled for arbitration for October 2-4, 2013. However, the Agency approached NATCA in an attempt to resolve this matter. The Parties have engaged in settlement discussions. While settlement is being explored, the parties agreed to delay the arbitration. The October dates will be canceled and additional dates requested, in case settlement is not achieved. (Barbarello – OPEN)
Art. 108 Seniority & Changing Bargaining Units: Under Article 108 of the Red Book CBA, temp supervisors lose a day of seniority each day of their temporary promotion. Zilonis wanted clarification that that is not the case for a temp supervisor who left as a staff specialist but will return as a controller. The panel’s decision for the Red Book protects BUEs leaving for temp supervisor jobs returning into the same bargaining unit. The board agreed that the contract does not appear to give leeway for someone leaving one position and returning to another. (Zilonis – CLOSED)

Accountability Board: The Union was recently briefed by the Agency on the functions of the Accountability Board. During the briefing, the Union expressed concerns regarding the misperceptions in the field with regard to the functions that the AB performs and the misuse of the AB process by local management. Jim Ullmann, Kevin Peterson and Anna Jancewicz will meet to discuss next steps. (Ullmann/Peterson – OPEN)

Retired Lifetime Membership: Lifetime Retired members who become eligible for active membership after retiring from the FAA (for example retired FAA working at a Federal Contract Tower) are eligible to have their retired membership fee refunded. If they choose to join the union they are required to pay dues. Tim Smith will call a member who has been affected by this and clarify the NEB’s position. Barry will draft a clarification to the constitution. (Robicheau – CLOSED)

WIDS and IAP Waiver: We received a briefing on the Agency’s Wireless Intrusion Detection System (WIDS). The Agency had been receiving a number of alerts on newer or replaced NATCA Local wireless systems (routers). We are currently drafting an addendum to the Internet Waiver that would require the locals to enter information (router MAC addresses) into the Agency’s KSN site when they purchase or replace a wireless router in the FAA facility. The WIDS system also has the capability to sniff information packages from these wireless systems. This addendum will ensure that the FAA will not sniff or access this information from our systems except for National Security purposes. (Santore/Robicheau – OPEN)

Platinum Retirement: The NEB unanimously voted to change the rules for the Platinum Retired Membership Program as stated. (Gilbert – CLOSED)

Platinum Lifetime Retired Member. This membership type is open to any bargaining unit member who was an Active member in good standing for 20 continuous years immediately preceding his or her retirement or was a charter member that was a continuous member up to and immediately proceeding his or her retirement shall be eligible for a Lifetime retired member status at no further cost to the member.

Facility Evacuation Procedures: It has been identified that many facilities are without adequate evacuation plans. The issue will be sent to the CSC for resolution (Ullmann – CLOSED)
**PSD-4 - Phoenix 20/RMC Program:** The NEB agreed to submit PSD-4 to the 2014 Convention Body for their consideration on removal of the policy as the issue has been worked. Based on the FAA’s position that they will not offer a permanent position to the Retired Military Controller (RMC) Program participants since the mandatory age 56 retirement would prevent consistent application to program participants. The NEB also deems a legislative fix to the issue would directly conflict with NATCA’s policy on age 56 mandatory retirement provisions. (Gilbert – CLOSED)

**NATCA Length of Service Award:** An NEA member suggested a length of service award for continuous service in an official NATCA role. Tracking is an issue as UW only goes back to 2007. And UW doesn’t track workgroup participation. This can be a regional or local award, but is too cumbersome at a national level. (Gilbert – CLOSED)

**Blue Book Article 2, Appendix C:** The National Executive Board unanimously passed the following policy (Rinaldi – CLOSED)

> Unless otherwise provided for in the National Constitution Standing Rules Policy & Position Statements, any appointment to serve in a representative position as recognized by Collective Bargaining Agreements shall require the approval of the National Executive Board. The National President may remove a representative for cause or to protect the interest of the Union. In such case, a majority vote of the NEB is necessary to confirm the removal and a replacement will be found as soon as possible.

**Organizing Committee:** The organizing committee proposed a nationwide organizing campaign including an open season in calendar year 2014. The campaign will be entitled “The NATCA Difference” and will educate on the benefits of being a member. Vote passed unanimously (Gilbert – CLOSED)

**Furlough Days FY13:** OMB has not given guidance yet to the Agency on how to handle those that took a furlough day in April. NATCA filed a national grievance on the issue and depending on the eventual Agency decision may need to arbitrate it (Gilbert – OPEN)

**Briefings**

**Canadian Air Traffic Control Association (CATCA):** The National Executive Board received a comprehensive briefing from Board members of CATCA regarding the Canadian Air Traffic Control System transitioning to privatization. There was a great deal of focus on bargaining rights, benefits and detriments that were encountered from the beginning up to present day. They provided a detailed perspective of commercializing the air traffic system in Canada.

**Collaboration Activities:** Russ Miller provided a briefing regarding current collaboration activities. Classes are being delivered to the Region X reps and managers. The IBC training will be expanded to include additional layers of management and NATCA reps at the facility level.
Thirty-seven large facilities will receive this initial training. The Right from the Start teams are still operating at field facilities where the collaborative process is not working.

The Office of Organizational Effectiveness (OE), in collaboration with NATCA National and the Collaboration Oversight Group, is assessing ATO collaboration efforts (i.e., Collaborative Work Group (CWG) and Interest Based Communication (IBC)). Part of the assessment includes understanding the impact these programs have had at the air traffic facilities. The assessment is intended to gather information to provide better services to the field. The first step in the initiative is to hold group sessions in several areas throughout the country (NY, Miami, Denver, Oakland) to capture field perspective and lessons learned from a representative sample of facilities.

**Convention 2014:** The Minneapolis convention committee has done an outstanding job setting up for NATCA’s 2014 Bi-Annual Convention. Venues for all the major events have been selected including NATCA’s Charitable Foundation fund raisers. The National Executive Board has approved all the committees’ plans.

Patricia C. Gilbert  
Executive Vice President