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
Clint Lancaster, Alaska Regional Vice President
Aaron Merrick, Central Regional Vice President
Rich Santa, Eastern Regional Vice President
Drew MacQueen, Great Lakes Regional Vice President
Mick Devine, New England Regional Vice President
Eddie DeLisle, Northwest Mountain Regional Vice President
Jim Marinitti, Southern Regional Vice President
Andrew LeBovidge, Southwest Regional Vice President
Joel Ortiz, Western Pacific Regional Vice President
Curt Howe, Region X Vice President

Old Business

1. Facility Staffing (Gilbert/ LeBovidge – OPEN)

Several changes were made to the PPT and the prioritization of facilities for the new hire/previous experience placement process. The changes were distributed to the NEB via email previously and posted on the NATCA NCEPT webpage.

Additionally, the Parties have agreed to return to the quarterly NCEPT panels, beginning in November of 2018, and then in February, May, Aug, and November of 2019.

The Parties continue to work through outstanding movement related issues. NATCA continues to engage the FAA in dialogue concerning certain deviation approvals.

As the NCEPT process continues to evolve, there have been recent suggestions from the field on adopting significant changes such as instituting a “level-cap” for transfers, a “one-year CPC at current facility” prerequisite to transfer, and a restriction on utilizing the ERR process if an employee previously declined an offer.

Still working with the Agency to resolve staffing models. The Agency continues to have internal discussions regarding a path forward. We are awaiting requested data from finance and coordinating next meeting date.

2. Traffic Mix Formula and Validation Team (DeLisle – OPEN)

The NVT met the week of 9/17/18. Below is the outcome of upgrades and downgrades:
ABACUS update:
Brody McCray is now the lead for the ABACUS workgroup and Scott Finneron has been added.

Two major milestones were achieved since the last NEB meeting. The ABACUS Requirements Document (RD) has been completed and raw radar data is being collected from field facilities through System Wide Information Management (SWIM) pipelines and being stored in the ABACUS hard drives.

The CHI (Computer-Human Interaction) specifications continue to be worked and an independent, functional test team was hired to thoroughly check every single requirement from all angles as the program is being built. The ABACUS (development) website is in place and is in a state of constant improvement. The adaptation of data elements is ongoing.

The workgroup continues to meet on a regular basis to review documentation, assess timelines, obtain reports from ABACUS subgroups, and meet with the Program Management Office. Items in the developmental waterfall are discussed, prioritized and checked for completion. A system-wide training and rollout plan is being drafted. Operational funding for ABACUS is in place through fiscal year 2019 with the option to obtain further funding on an as-needed basis. Starting FY2020, ABACUS will be a line item program for further development and for sustainment for the entirety of its lifespan.

Center Reps will be updated at the next Center FacRep meeting.

3. **ZHU Update** (DeLisle – OPEN)

The workgroup has reviewed the entirety of ZHU’s ETAP adaptation. ZHU is reviewing that work and the facility’s feedback is due on October 9. The next steps are to audit the list of “fringe” airports and to process a representative day of traffic for validation. The workload for the workgroup going forward depends on the outcomes of the fringe audit and the validation. Therefore, the Parties have tentatively scheduled meetings in DC through Feb. 2019 including placeholder dates on off-weeks. The workgroup will continue to involve ZHU in the validation process as this effort progresses.

4. **FAA Reauthorization** (Rinaldi/Gilbert – OPEN)

Transportation leaders in the U.S. Senate and House of Representatives announced a bipartisan agreement on a five-year Federal Aviation Administration (FAA) reauthorization bill. If passed by both chambers of Congress and signed into law by the President, this legislation would provide the longer-term stability for the FAA that NATCA advocated for during our Union’s lobbying efforts on Capitol Hill earlier this month. In September, more than 60 NATCA activists visited nearly all of the 535 House and Senate offices, continuing our years-long effort to speak out on the importance of long-term stability for the FAA. The current FAA reauthorization extension expires on Sept. 30. If this long-term bill is not signed into law before then, another extension will be necessary in order to avoid a partial FAA shutdown.
The other major legislative issue on which we have advocated is congressional leaders’ efforts to prevent a partial government shutdown due to a lapse in funding, which also expires on Sept. 30. Last Tuesday, the Senate passed a short-term spending bill that would fund the departments of Defense, Labor, Health and Human Services, and Education, with a Continuing Resolution (CR) to keep the rest of the government – including the Department of Transportation (DOT) – running through Dec. 7 and put off the political battles about larger spending bill discussions until after the midterm elections in November. The House will be voting on the short-term bill next week when it returns from recess, and the President needs to sign it by the Sept. 30 deadline to avoid a shutdown of the DOT.

5. **Committee Review** (Gilbert - OPEN)

The NEB reviewed committee make up in closed session.

6. **RESPECT Campaign** (Gilbert – CLOSED)

The first group of Professional Standards committee members have been trained on the RESPECT initiative and the second group is scheduled to be trained. There will be a joint briefing at the November Strategic Leadership Meeting.

7. **Labor Relations Negotiations/Strategy Team** (Gilbert – OPEN)

- The ATS Field Realignment agreement has been signed and distributed. NATCA has setup a mailbox to answer questions from the field on the subject. An FAQ document may be created depending on the response volume. The Parties have agreed to address issues from the implementation of the Realignment as they arise. RVPs will forward information that needs to be addressed to LR.

- JTOC/JCAT - JTOC has been set up out of the command center for emergency events. JCAT is a sub-group of JTOC for a specific event. The program is intended to ensure a consistent message. The Agency has briefed that this will not affect the bargaining unit.

- “Sober Link” has been used by the Agency in the Great Lakes region but has since been terminated. If someone with a TRP is being required to use something other than the contractually agreed upon processes, it should be raised immediately. We have also been made aware of the use of a daily-randomized urine test method and are working to have that terminated as well.

- The Agency is seeking to develop a pilot program to attract Persons With Targeted Disabilities (PWTD). Participating employees would be required to pass medical, psychological and security clearances, as well as passing the ATSA test prior to being sent to the academy for ATC training.

- The use of CBD is coming up as a problem. Some people have tested positive for THC claiming they only used CBD. It is going to come to the DAC. NATCA is considering education through a social media campaign.

8. **Training Committee** (LeBovidge/Mariniti/Lancaster/DeLisle – OPEN)

The committee is working on a process to ensure availability of RT1 instructors and create a more efficient scheduling process.
A tentative class schedule was disseminated for 2019. Another RT1 and STT class have been added. A TRB class is scheduled. An advanced LR/PAR class is being developed. Media Training will be added to the Academy budget.

The committee is working with Penn State to develop a new Train the Trainer class. People who have been through the current version will be in the initial group for Penn State. We don’t know how big the class will be until we have the curriculum.

The first Safety class will be held in December at the National Office. It is a two-day course with 25 attendees using the same regional distribution as the STT class.

Instructors for STT and RT1 were selected in closed session.

Great Lakes hosted a TRB class that went well. The board will discuss the process to request and budget to host regional classes.

Refinements have been made for the OWCP/OSHA classes.

The STT class is being revamped. The first class with new material was held in Las Vegas and the committee received good feedback. EVP Gilbert will review the course materials from the committee.

9. Section 804 Process (Gilbert – OPEN)

Leave issues associated with S804 regarding AZO were discussed. RVP MacQueen will work to resolve the issue. Don Chapman will attend the November NEB meeting to brief on S804 process.

Some members of the NVT will assist S804 group in reviewing traffic data at ZSU. They will not determine Facility Pay Level (FPL), but will assist in looking at data.

10. U.S. Virgin Islands & Puerto Rico Disaster Relief/Disaster Response Team (Marinitti/Gilbert – OPEN)

Arbitration for ZHU regarding proper compensation for employees who stayed at the facility during Hurricane Harvey went well. We are working to schedule ZMA.

St. Thomas is in a good place at this point. Puerto Rico is still facing some challenges however all members should have power now.

Hurricane Florence response for our members with supplies and resources went well. Tom Flanary (ZMA) provided a briefing.

See Tom Flanary’s briefing on the Disaster Response Team proposal.

11. Guam (Gilbert – OPEN)

NATCA has been working with members of Congress on language to permit members to access the base medical facilities.

CSC workgroup recommendation was reviewed. The recommendation will not serve to resolve the issue of gaining access to base privileges.
12. NATCA Website (Merrick - OPEN)

RVP Merrick will take over as the NEB liaison to the NATCA’s website design. See briefing from Thom Metzger.

13. GM Restructuring (ATS Field Realignment) (Gilbert – OPEN)

Negotiations have been completed on the ATS Field Realignment. The Agreement covers the Air Traffic Control (ATC), Traffic Management Unit (TMU), NOTAM, FSS, and Staff Support Specialist (SSS) bargaining units.

The implementation of the ATS Field Realignment will have virtually no direct effect on members of the ATC/NOTAM and FSS bargaining units. For members working in ATC facilities that are part of the SSS and TMU bargaining units, the ATS Field Realignment will likely represent a change from current practices and may result in the identification of issues that were not initially contemplated. Both NATCA and the Agency have committed to addressing identified problems and concerns in a timely manner.

We have included a summary of the more relevant provisions of the MOU below:

• No change to the normal points of contact (e.g., communication, bargaining, and collaboration) between the Agency and Union for NATCA Representatives at the facility level.

• Clarifies the procedures for the submittal and approval of leave for SSS.

• Provides clarification and protection for SSS work assignments.

• Ensures BUEs will not have their facility of record changed as a result of the Air Traffic Services Field Realignment and will continue to receive Controller Incentive Pay (CIP) and all other premiums, differentials, and allowances associated with their facility of record.

• Addresses SSS performance ratings, feedback sessions, and Article 8/Article 9 meetings and the manner in which they may be conducted.

• Expands “other facility duties” to include duties within a BUE’s District when such duties are assigned in accordance with Article 45 for the ATC and TMU bargaining units.

• Ensures SSS can continue to maintain operational currency.

We understand the uncertainty associated with this change and have included as many protections as possible in the MOU. To assist us in addressing problems or issues arising from the implementation of the ATS Field Realignment, we are asking that you forward identified issues/problems to your RVP.

Additionally, to help members better understand the MOU, we have established an email address at gm-questions@natcadc.org for questions regarding the MOU or implementation of the ATS Field Realignment.

14. Paid Parental Leave (Gilbert – OPEN)

We have had several meetings with the Agency including HR, LR and the ATO. As we work through the Agency’s financial concerns associated with a paid parental leave program, we are seeking agreement to expand the use of the Voluntary Leave Transfer Program (VLTP) to permit leave donations to employees who are utilizing the provisions of Article 26 Section 5 (a) and (b).
15. **AMAS & SSRI Program** (LeBovidge — CLOSED)

AMAS has been provided with the SSRI agreement and FAAO 3930.C.

16. **NATCA Code of Conduct** (Gilbert — CLOSED)

The NATCA Code of Conduct was adopted by NEB on 9/1/18. NATCA staff was briefed on 9/20/18. Designated members of ONEU and NATCA received training on 10/1/18.

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**National Air Traffic Controllers Association, AFL-CIO**  
**Code of Conduct**

**PURPOSE**

The National Air Traffic Controllers Association, AFL-CIO (NATCA) is committed to providing an environment free from discrimination and harassment, regardless of an individual's race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, or any other characteristic protected by law. As such, NATCA will not tolerate discriminatory, harassing, or otherwise unacceptable behavior in the workplace or at any of its activities, events or meetings. In this effort, NATCA adopts the following Code of Conduct, and expects its staff, its members, its leadership and any other participants in NATCA activities, events, or meetings, to abide by it.

**DEFINITIONS**

A. **Discrimination**  
It is discrimination to make any decision or judgment based on another person's race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, or any other characteristic protected by law.

B. **Harassment**  
Harassment consists of unwelcome verbal, visual, or physical conduct that is based on another person's race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, or any other characteristic protected by law. It may include, but is not limited to, actions such as the use of epithets, slurs, negative stereotyping, jokes, or threatening, intimidating or hostile acts that relate to sex, race, age, disability, or other protected categories. Harassment also may include written or graphic material that denigrates or shows hostility toward an individual or group based on protected characteristics, whether that material is sent by email, or placed on walls, bulletin boards, computer screens or other devices, or elsewhere on the premises of an activity, event, or meeting.

C. **Sexual Harassment**  
Sexual harassment can involve unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature. It can involve conduct by a person of either gender toward a person of the same or opposite gender.

**EXPECTED BEHAVIOR**

NATCA expects its staff, its members, its leadership and any other participants at NATCA activities, events, or meetings to:
- Respect others and their views
- Recognize and value individual differences
- Not engage in aggressive, bullying, or intimidating behavior
- Not engage in discriminatory or harassing behavior

**UNACCEPTABLE BEHAVIOR**

This Code of Conduct is not intended to restrict free and open debate, but rather is concerned with preventing unacceptable behavior, as detailed below. Unacceptable behavior includes, but is not limited to, the following:

- Discriminatory or harassing speech or actions, including cyber-bullying or cyber-harassment, in the NATCA workplace or at any NATCA meeting or event, including all related activities
- Harmful or offensive verbal or written comments or visual images related to race, ethnicity, religion, color, sex, age, national origin, sexual orientation, disability, gender identity or expression, ancestry, pregnancy, or any other characteristic protected by law
- Inappropriate use of nudity and/or sexual images in work or public spaces
- Bullying or stalking
- Harassing photography or recording
- Uninvited sexual attention or contact
- Physical assault (including uninvited touching or groping)
- Real or implied threat of physical harm.

**IF YOU EXPERIENCE UNACCEPTABLE BEHAVIOR**

Prior to the start of any large NATCA event or meeting (e.g. regional meeting, convention, CFS, or NiW), attendees will be informed of this Code of Conduct, and a NATCA staff person or other official to whom complaints may be directed will be identified for all attendees. If you experience or witness unacceptable behavior, as defined under this Code of Conduct, please inform the designated person. If you are NATCA staff and covered by the ONEU-NATCA CBA, you may also report to your supervisor, the NATCA General Counsel, or the NATCA Executive Vice President, pursuant to Article 57 of the Parties’ CBA.

NATCA takes these complaints seriously and any individual engaged in discriminatory and/or harassing conduct will be subject to disciplinary action, which may include exclusion from the event or meeting, up to and including termination of employment, or expulsion from NATCA, as appropriate.

If needed or requested, NATCA staff and/or officials will help complainants contact security or local law enforcement, provide escorts, or otherwise assist complainants to feel safe for the duration of the activity, event, or meeting. In instances involving allegations of assault or other criminal activity, NATCA shall advise the complainant to file a report with the appropriate law enforcement agency but will not pressure complainant to file such report. The NATCA official will also make NATCA bargaining unit employee complainants aware of their rights under Article 57 of the CBA.

Any complaint brought under this Code of Conduct will be treated confidentially to the extent that it is possible to do so while properly assessing the situation. NATCA will take all appropriate steps to ensure that the complainant is no longer subject to the unacceptable behavior. NATCA shall thoroughly investigate any allegations or complaints of discriminatory conduct, including sexual harassment, when properly notified and shall take corrective action to stop any and all such conduct found to be occurring.
NATCA will not tolerate retaliation against any individual who complains of unacceptable behavior under this Code of Conduct. NATCA will take any steps necessary and appropriate to ensure that retaliation does not occur and, if there is reason to believe that retaliation has occurred, NATCA will immediately take all necessary and appropriate action to stop the retaliation.

New Business (voted via email prior to meeting)

1. **Budgets** (Gilbert – CLOSED)

   Request and approved increases for the following budgets

   - (14) GL Budget - $25,000
   - (16) NM Budget - $10,000
   - (19) WP Budget - $20,000
   - (32) Region X Budget - $25,000
   - (33) Trial Committee - $2000
   - (35) Legal Research Budget - $15,000
   - (41) Convention - $140,000
   - (70) Drug and Alcohol Committee - $5000
   - (76) Right From The Start - $20,000

2. **World Controller Cup** (Gilbert – CLOSED)

   EVP Gilbert submitted a request for sponsorship from the organizers of the World Controller Cup soccer tournament to be held in Las Vegas this November. The NEB unanimously approved $5000.

3. **Girls In Aviation** (Gilbert – CLOSED)

   Members in Denver and in Dallas are planning significant participation from community youth for these events. The NEB unanimously approved $1500 each event.

4. **LAN and PWM Untimely Internet Reimbursement** (Devine/MacQueen – CLOSED)

   An untimely request for internet reimbursement for ABI was unanimously approved.

New Business

National

1. **NEB Policies and Position Statements** (Gilbert - CLOSED)

   Special Counsel to the President Eugene Freedman provided a comprehensive review of a Members’ Only webpage for NEB policies and position statements, which included NEB policies that had been adopted between Conventions and then adopted at Convention, some that had not been adopted, as well as other regulations and policies.

   Requires NEB Action:
Associate Membership Rules and Regulations – passed as amended:
Acceptance of Associate Members. Upon written application to NATCA, NATCA shall consider an individual’s application for associate member status with the organization. No individual shall be eligible for membership as an associate member if the individual is eligible for active membership. An individual’s application for associate member status may be denied for cause as determined by a majority vote of the NEB.

Revocation of Associate Member Status. An individual’s associate member status with NATCA may be revoked at any time upon a motion for revocation submitted to the NEB by the NATCA Regional Vice President for the region in which the associate member is located. Following the submission of a motion for revocation, the NEB shall decide whether the individual’s associate member status should be revoked for cause as determined by a majority vote of the NEB. There is no right to appeal if the NEB decides to revoke an individual’s associate member status.

An individual’s associate member status with NATCA shall also be revoked for failure to pay dues.

Retired Member Communications Rules and Regulations – passed as amended
Upon retirement of an active NATCA member, those who wish to maintain access to NATCA member communications and NATCA communications assets shall have 90 days to submit an application to become a Retired Member. Individuals who fail to join as a retired member within the 90-day timeframe will have their access terminated. The IT Committee shall remove non-members at regular intervals, no less frequent than every quarter.

NATCA Internship Program Rules and Regulations – passed
NATIONAL AIR TRAFFIC CONTROLLERS ASSOCIATION INTERNSHIP PROGRAM

The following outline explains the objectives, duration, supervision and work assignments, eligibility requirements, recruitment, application, selection, compensation and performance evaluations for the NATCA Internship Program.

Overview: The NATCA Internship Program (the “Program”) is a purposely designed experience for college students who are interested in the field of aviation and working for a labor organization that represents employees in the aviation industry, including air traffic controllers, engineers, and other safety-related professionals. The Program offers interns with a practical work experience with the National Air Traffic Controllers Association (“NATCA”), a leading institution in the aviation industry and organized labor.

Objectives: NATCA believes that it has a responsibility to mentor students who are personally and professionally interested in aviation and the labor movement. To this end, the Program provides interns with a hands-on experience in the aviation industry and working for a labor organization that represents aviation-related professionals. NATCA is committed to making this experience worthwhile and educational for each intern who participates in the Program. Through the Program, NATCA endeavors to offer each intern with the opportunity to: experience the day-to-day business operations of a labor organization; experience and participate in a dynamic work environment; understand the responsibilities of being part of a team; understand the demands and interactions in a member-focused organization; contribute to the research and development of ongoing projects; and participate in various outreach programs and special events.

Duration: The Program offers students the opportunity to intern for NATCA during the fall, spring and summer semesters at NATCA National Headquarters in Washington, D.C. Under the Program, one student will be selected to intern per semester. NATCA, at its sole discretion, may decline to offer the Program during any given semester.
Internships will last for no longer than 90 days during any given semester. The Program can be tailored to be part or full-time depending upon NATCA’s particular business needs and/or if the intern is required to work a set number of hours in order to receive course credit at their particular institution.

Supervision and Work Assignments: The interns will be directly supervised by a full-time, permanent, non-Bargaining Unit employee assigned by the Executive Office. The interns will be given work assignments from specific departments within NATCA based upon the intern’s skills and abilities. During such work assignments, the interns will report to the NATCA Director to whom they are temporarily assigned and the Director will provide periodic reports to the intern’s supervisor of the intern’s progress in completing the work assignment and the department’s need for their continued assistance, if any. Every effort will be made to give interns work assignments in various departments in order to provide them with unique and varied experiences.

Eligibility Requirements: In order to be eligible to participate in the Program, an applicant must be presently enrolled as a student at an accredited university or college.

Consideration will be given to students enrolled in CTI programs, but such enrollment will not guarantee selection. All eligible students with an interest in aviation and the labor movement are encouraged to apply to the Program and will be given full and fair consideration for selection. As fully explained below, the successful applicant will be chosen based on a variety of factors and not solely on their enrollment in a CTI program.

Recruitment: Candidates will be recruited from accredited universities and colleges. As such, NATCA will notify various universities and colleges of the Program, including, but not limited to, those institutions offering CTI programs.

Application: Interested students meeting the eligibility requirements described above may apply for consideration for an intern appointment. In order to apply, interested students must submit a NATCA Internship Program Application, which includes: (1) an internship questionnaire; (2) a current resume that includes educational and work experiences with dates; (3) a letter of recommendation; and (4) an essay (maximum of 1,000 words in total for all questions) which answers the following questions: (i) Why are you applying to the Program?; (ii) What skills would you like to attain and/or improve upon through your participation in the Program?; and (iii) How do you believe your participation in the Program will help you achieve a future personal and/or professional goal?

Selection: The applications will be forwarded to the NATCA General Counsel for evaluation. The General Counsel will review the applications and select those deemed superior for consideration by the NATCA President and Executive Vice President. The President and Executive Vice President will make the final determination of the candidate selected for the intern position. Candidates may be asked to participate in a telephone interview prior to the final determination.

Selection is based solely on the qualifications of the candidate, including academic performance, professional presentation, qualifications and experience, and writing and computer skills. NATCA will notify each candidate of the candidate’s selection or non-selection as soon as possible. The selected candidate must accept or decline the intern appointment in writing within ten (10) days of the selection notification. This confirmation can be in the form of an email addressed to NATCA’s point of contact. An offer of an internship does not constitute an offer by NATCA for a future, permanent position with the organization.

Compensation: Interns will be compensated at an hourly rate of $15.00 per hour worked. Interns are not eligible for the accrual of benefits, including, but not limited to, health insurance, annual leave and sick leave.
Performance Evaluations: At the conclusion of their internship, the intern will receive a written performance evaluation. The performance evaluation will be compiled by the intern’s supervisor and will consist of feedback provided by each NATCA Director for whom the intern worked during the semester as well as an evaluation provided by the intern’s supervisor.

The NEB referred the following items:
- Local Audit Procedures & Processes – referred to the Finance Committee
- Training Reimbursement Policy – This is a chart, not an NEB Policy. The Training Committee did revise it, but it needs to be added to the website.
- Seniority Guidance – referred to NATCA General Counsel for full review.

The NEB voted to remove the following extraneous items:
- Retired Member Status
- Expense Policy Amendment
- Layoffs as a Result of Closure
- Safety Committee Mentorship Proposed Plan
- NATCA Seniority Guidance
- NEB Resolutions

Old policies and Constitutional Interpretations should be archived. All content of the website should be reviewed at least quarterly. RVPs DeLisle and Merrick will work with COS Iacopelli on archival and database management.

Schedule Swapping memo from 2000 – MacQueen will work with Iacopelli to develop a recommendation.

Mission, Values, Vision should be set every three years by the new board.

2. **Reloaded Committee Charter**

See briefing from Dawn Johnson

3. **2019 Pocket Calendars** (Gilbert - CLOSED)

Motion to terminate the practice of providing pocket calendars.
Voting for: MacQueen, Santa, Devine, Marinetti
Voting against: Gilbert, Ortiz, Merrick, LeBovidge, DeLisle, Howe & Lancaster

NATCA will continue to make pocket calendars available for 2019 using the previous process which is: Members are provided a link to the Member Portal between Oct-Nov. The deadline will be November 9. The free pocket calendars are mailed to the residences by mid-December. The pocket calendars + postage are then later charged to the Regions depending on the requests and those who miss the deadline will be directed to NATCA Store to make their purchase there.

4. **National Release Policy Deviations** (Gilbert - CLOSED)

After discussion with the Agency, they’ve agreed to provide additional information associated with the notification of deviation approvals. The additional information is intended for awareness, not for distribution. While we are not going to necessarily agree with the deviations, the NEB will review the lists to ensure the spirit and intent of the deviation process is maintained.
EVP Gilbert, RVP LeBovidge, or COS Iacopelli will conduct an analysis of the deviations utilizing the most recent PPT, then send to the NEB for review.

5. **Fair Practices/Civil Rights Committee** (Gilbert/LeBovidge - OPEN)

The NEB agreed to standup a committee to raise awareness and educate members on social justice and perception bias issues that arise in the workplace. The committee will also receive training to provide support for both reps and members. Additionally, Paul and Trish are scheduled to hear a proposal from PCT member Maurice Franklin next week.

6. **Hardships** (Gilbert/DeLisle – OPEN)

There has been an observed increase in hardships and inconsistent application of CBA across regions. DeLisle will work to set up training for regional hardship representatives to address inconsistent application and to establish a process to gain consistency and common understanding of expectations.

7. **Diversity/Inclusion Training** (Gilbert – OPEN)

NATCA has agreed to do a joint implicit bias training with ONEU. The entire NEB will participate as well as ONEU’s board. Iacopelli will work to schedule the training.

8. **CTOs for Enroute ATCs** (Gilbert - OPEN)

A request was made to establish a program with Agency to permit enroute CPCs to obtain a Certified Tower Operator. The NEB will review the concept at the next NEB meeting.

**Eastern Region**

1. **Open Season** (Santa – OPEN)

The organizing committee will research the pros/cons of having an open season and report back to NEB.

2. **Constant Contact** (Santa - CLOSED)

Issues with using Unionware to disseminate messages to membership and alternatives including MailChimp and Constant Contact were discussed. Each RVP will determine a system that works best for each region.

3. **Rachel Cruz Tuition Reimbursement** (Santa – CLOSED)

Request package was incomplete. RVP Santa will seek additional information.

**Southwest Region**

1. **ABI Untimely Internet Reimbursement** (LeBovidge – CLOSED)

An untimely request for internet reimbursement for ABI was unanimously approved.
**Briefings**

**Disaster Relief Committee: Tom Flanary**

ZMA Vice President Tom Flanary briefed the NEB on a proposal for a Disaster Response Team. The creation of a NATCA National Disaster Response Committee would reduce workload, decrease response times, and increase awareness and education of our members towards emergency mitigation. It would increase repeatability and predictability in our responses and overall reduce costs to the NATCA Disaster Relief Fund.

Flanary provided detailed information about work done in the wake of Hurricane Florence, including:

- Staged supplies in predesignated relief airports
- Coordinated pilots and crew to fly supplies/volunteers into disaster areas.
- First flight landed 3 hours after ILM opened with food, water, gas cans, 2 generators, enough for 20 people for 5 days.
- Two donated citations landed within an hour with more supplies.
- Pre-coordinated our response with airport managers.
- First volunteer arrived 9/18, two days after airport opens bringing 300 gallons of gasoline, a shallow water boat, and supplies.
- Immediately began assisting members at their homes, and physically checking on each home.
- On 9/19, three members from RDU arrived to help. ZDC members drove to NKT/EWN/ISO to check on this area and bring supplies.
- To date we’ve sent more than 16 flights full of supplies to the ILM area. Four on the first day.
- We’ve driven another 1000 lbs. to NKT/EWN
- One Aircraft to the ISO/NKT/EWN area.
- Seven volunteers to ILM, five by air.
- Seven volunteers to NKT/EWN.
- Six more volunteers coming this week.
- Every member in the area was contacted by their Facility Designee confirmed safe.
- Two members homes are flooded, potentially a third in MYR
- Volunteers are still enroute to help.
- Afterwards, we’ll collect supplies (generators, dehumidifiers, hardware), review and debrief to see what we can do better for next time.

Disaster Response Committee Proposal: the committee would work to decrease response times, raise hazard awareness & education, and use the disaster relief fund more effectively. Currently we are focused on recovery. The committee would include 5 – 9 members, with additional area reps who are be experts on a geographic region or disaster-type. They will coordinate tasks and work as a steering and policy group and have a designated liaison to the NEB for specific disasters.

Gilbert will develop a budget for a committee. Flanary will write a solicitation for NATCA to use to raise funds for this committee.

**Reloaded Committee: Dawn Johnson**

Reloaded Chair Dawn Johnson shared that there are presently three mentors on the committee and they are seeking a fourth. Each region has one or two members on the committee, there is one staff member, and one RVP. There has been high turnover with five or six new members.
Committee members attend OKC meet and greets. They also teach NATCA 101. Reloaded classes include: NATCA 101, Building a Stronger Local, How to Have a Difficult Conversation, and Say Again. NATCA 101 class covers labor history, PATCO, NATCA history, organizational structure. These classes are taught at National Events. The committee is also available to go to facilities and conduct the classes. The committee is working on updating the NATCA 101 class.

Reloaded would like to bring classes to large gatherings of reps (e.g.: regional meeting, Center/Large TRACON/Core 30 meetings). Long Term Goal – develop a one-day educational summit, that has members come to a single location for a day of training on a variety of topics.

Building a Stronger Local focuses on the local level piece. 2-hour course (can be condensed to 50 mins) It is an interactive class designed to enhance the strength of the local emphasizing teamwork, education, and communication. Day-long workshop for local e-boards with a high turnover rate benefit the most.

Reloaded would like to offer more personal development courses:
- How to Have a Difficult Conversation – taught at Convention & was very popular.
- Say Again – Effective Communication Techniques – different methods of communication and how to use them.

The committee would like to offer these at regional meetings or solidarity events. No class size caps. All members of the reloaded committee can/will be able to teach the classes.

New classes being developed are Collaborative Leadership and Critical Thinking.

**Oshkosh/NATCA & AOPA/GA: Kelly Richardson**

**EAA AirVenture:**

Over 600,000 attendees; 10,000 aircraft; 19,588 operations; 1500 forums and workshops.

We participated in radio, podcasts, forums & presentations, KidVenture, ATC & You and Aircraft Certification Presentations. GA pilots get credit for these. There has been an increase in asks. Average of 130 people at the booth presentations, 400 – 500 at the forums.

- KidVenture includes Smart Skies en route simulator, ATC simulators, airport & airspace models. Members can get duty time for KidVenture.
- EAA Mobile Marketing unit – UFA sponsored.
- NextGen booth – partnered with industry but didn’t get help expected volunteers from industry.
- Working with GA – getting a lot of complaints about FCT tower controllers’ attitude.

Messaging from NATCA locals and members to GA community needs to be consistent & streamlined. Propose a NATCA Pilot Outreach Committee 12 members including 1 per region, AK Flight Service, S&T, Outreach

- Partner with AOPA & EAA – 4 AOPA fly-ins per year with thousands of pilot attendees.
- Pilot education requests from Republic Airways.
- Build relationships between pilots & ATC, build trust in ATC.
Goals should be consistent messaging, structure and education to improve safety. This will cost more money and will be considered further by the NEB at the November budget meeting.

NEB Policies Review: Eugene Freedman

See above in New Business under National, Section #1

Public Affairs and Website Briefing: Thom Metzger

Two media trainings are planned for November: On Thursday, Nov. 8, an abridged refresher media training will be held for some NEB members, and on Tuesday, Nov. 13, a full-day training will be held. The group discussed open rates for recent issues of the Insider, the National Office Update, the Legislative Update, the Team Update, and news alerts.

We discussed statistics for all of NATCA’s social media channels, including impressions/views and other engagements like clicks and shares. We discussed how NATCA’s IT shop was testing the new Mac operating system for compatibility with other NATCA data and email systems and how we’re coordinating with UnionWare and Bill Highway to get the NATCA PAC payment system working perfectly. We then talked about the rebuilding process for the new website and how the migration to the new site would begin after the new year, in the first quarter of 2019.

The group reviewed the recommended design of the new member dashboard and accepted the proposed design as presented. The group reviewed the design for the interactive facility map. (Curt Howe raised concern that the FAA might not want facility addresses to be readily publicly available for national security concerns. Public Affairs staff took as an IOU that we need to figure out if such security concerns exist.) The NEB reviewed the list of data fields that the Public Affairs staff recommends integrating into the “My Account” portion of the member side of the website. The group had no issues with the recommended fields, but they did add two additional data fields (gender and military veteran status). The group discussed a recommendation to sunset archived issues of NATCA newsletters from the current website that are older than January 2018.

The group agreed to allow this archiving to happen, as long as all older newsletters still would be available as archival information for staff and the history committee. The group discussed how staff are reviewing the content on the existing website to what content should be migrated over to the new site. The group discussed how they feel that our current web content has a lot of outdated information, and that the current content requires more attention (NOT just getting the number of pages down to the contracted number for migration), but also making sure that: 1) No broken links exist, 2) No missing photos exist, and most importantly, 3) No outdated information exists.

Benefits and Organizing Briefing: John Bratcher

National Benefits Committee (NBC): NBC Chair John Bratcher briefed the NEB on the revised committee recommendation regarding the potential NATCA Realty Benefit Program offered by Beacon Realty group. The NEB unanimously voted to add this benefit program to NATCA’s Benefit portfolio.

RVP Merrick inquired about the individual that contacted him from American Income Life (AIL). Based on the direction given, Chairman Bratcher will reach out to AIL and explain that NATCA currently has a relationship with another insurance group and is not in a position to offer another benefit program.
National Organizing Committee (NOC) Briefing: NOC Chair John Bratcher briefed the NEB on the Alexandria (AEX) FLRA Election petition and ongoing efforts. He stated due to the latest tactics used by the employer, NATCA will have 100% membership.

Serco Contract Negotiations: John Bratcher briefed the NEB on status of CBA negotiations with Serco. The parties are still engaged in what he hopes are the final stages of ground rules negotiations. Once those are complete those and begin bargaining in the very near future.

**Partnership for Safety & CFS Briefing: Chrissy Padgett**

Partnership for Safety Rep Chrissy Padgett briefed the NEB on several topics.

The new Surface Safety campaign is under the umbrella of Take a Stand for Safety. Weather and IFR/VFR were the previous campaigns. There is a Surface Watch recognition program for controllers or teams of controllers and supervisors who correct or stop surface events. PCT’s local safety council is being recognized. Put people in for this!

Weather: Pre-duty weather briefings are required any time someone takes an operational position. They are about 2-3 mins and we are working to standardize them. Feedback is welcome.

MVA/MSAW collaborative task force is being formed. Posters will be sent to all facilities.

Safety Advocacy Training (SAT) course joining the NATCA Academy. They have hosted 2 beta classes and will be teaching the first full class on Dec. 10-11. They plan is for the class to be a day and a half - two days depending on students’ experience levels. Class size will be 25.

CFS: 1,236 are registered. 1,050 are NATCA members. We are in a waitlist for the hotel. A lot of sponsors, exhibitors, and speakers are still registering. Hosting the Next Up event Sunday.

The board reviewed the CFS Agenda.

Patricia Gilbert
Executive Vice President