

April 9-10, 2017
NLC Meeting Minutes
NATCA National Headquarters
Washington, DC

NLC MEETING PARTICIPANTS – Steve Weidner, Richard Fagg, Richard Kennington, Corey Soignet, Allison Schwaegel, Mike Hanlon, Andre Jean, Kristena Jones, Samantha Giberson, Stan Parulski

NLC MEMBERS ABSENT - Trisha Pesiri-Dybvik

NLC MENTORSHIP PROGRAM PARTICIPANTS – David Skarphol, Mike Orr, Caryn Smith

GUEST PARTICIPANTS – Jenny Benjamin

MEETING DATES

Future Meeting/Class Dates

- 2017 NLC Meeting Dates
 - September 25-26 (Washington D.C.)
 - December 5-6 (TBD)
- 2017 Basic Legislative Activism Class Dates
 - September 11-12 (Las Vegas, NV) - Instructors Richard Kennington/Jenny Benjamin
 - November 28-29 (Las Vegas, NV) - Richard Kennington/Caryn Smith
- 2017 Advanced Legislative Activism Class Dates
 - NO CLASSES IN 2017

OLD BUSINESS

Whole Committee

- Verify that all max contributors who want a jersey have received one (Closed)
- Write NLC update when your month comes.
- Complete 115th Congress POC spreadsheet.
- Complete 115th Congress Constituent Contact spreadsheet.
- Secure 2 staffers for NIW regional breakouts.

Steve

- Order blue and white shirt for Mike Orr (Closed)
- Set up email for PAC swag orders (Closed – nlcswag@natca.net)
- Ensure NLC members have up-to-date PAC distribution information (closed)
- Post sub-committee list in Sharefile (closed)
- Email sub-committee list to NLC (closed)

- Draft email to previous PAC givers (Closed – 3 people signed up again)
- Check on the feasibility of conducting a PAC presentation at RTF classes
- Arrange for NLC to discuss PAC ideas with Michelle
- Check with Bob Obama about joining the NLC Website/IT subcommittee (Closed)

Richard

- Talk with Kelly about status of app and work 52-week plan accordingly.
- Solicit from NLC list of 15-20 MoC's to be featured in the education hub. (Closed)

Steve/Richard

- Work with BRT rewrite team on incorporating legislative and PAC into new BRT class (Closed - PowerPoint delivered to BRT team)
- Work with Dawn Johnson (Reloaded Committee Chair) regarding a NATCA 101/Legislative Combination class (Open)

NIW Planning Committee

- Consider banner or sign at NIW PAC table to recognize max and/or all PAC givers (Closed.)
- Possibly display the Trish Gilbert award at NIW (Closed)
- Discuss PAC Tool Kit delivery in NIW Today magazine. (Closed.)
- Follow up on legislative poster ideas (Closed)
- Ideas for how to get attendees from each Congressional district/facility (Closed)
- Charging stations at Bullfeathers (Closed)
- Andre/Tiny responsible for van at NIW (Closed)

Sam

- Order black shirt for Caryn (Closed)
- Sam to create a document that lists where the main Regional Offices (city and state) are and the 3 letter identifiers (Closed)

Corey

- Order jersey for Caryn (Closed)
- Finalize new hoodie design (Closed)
- Follow up with Chris Ray regarding animation tool for John Carr park analogy (Open)

Sam/Trisha

- Find a light blue button down shirt for the entire committee (Closed – Allison and Sam ordered red/white polos)

Steve/Trisha

- Schedule mid-term telcon with David to review mentee experience. (Open)

Mentors (Richard, Trish, Hanlon)

- Ensure you are completing mentorship checklist with mentee (Open)

IT/Website Committee

- Weekly checks of NIW/Legislative website and app checked weekly for bad links/old information (Open)
- Work with Chris Ray (NATCA Communications Department) (Open)

Richard/Tiny

- Work to utilize GFI software to show state that have multiple coordinators. (Open)

PAC Committee

- Construct a pay raise email for PAC increases (Closed)
- Redesign PAC form (Open)
- Jenny to update the PAC toolkit and develop checklist for facreps on how to talk about the PAC (Open)
- Sub-committee to develop a booklet that explains what is the PAC, why NATCA has one and what it does, where we rank in the industry, how to talk about the PAC (i.e.: educate members, don't shame or strong-arm members to join.) This booklet will be developed for Convention 2018. Richard will organize (Open)

NEW BUSINESS

Government Affairs Briefing

Document Review

- Facility Tour Spreadsheet. (Closed)
- NLC Charter
 - Add section regarding chair elections (Open)
 - Steve to work with constitution committee to craft wording to reflect what we already do. Next elections will take place during the September meeting.
- Facility & State Legislative Coordinator Documents (Open)
 - Orr, Hanlon, Trisha, Dave and Richard will work and have something by the September meeting.

Pick 2017 T-Shirt Winner

Sub-Committee Reports

- Email addresses for all sub-committees. (Closed)
- Mentorship Committee Report
 - Mentors should be working through checklist items. Hanlon and Orr to clean up the checklists for September meeting (Open)

- Alaska and Southwest regions are up next for mentee's.
- PAC Committee Report (Jenny)
 - Current PAC Status
 - As of PP06/2017 - \$8,022,248.32 (Includes outstanding forms)
 - Review 50% spreadsheet
 - Discussion on how to make PAC events more successful. PAC Committee to develop criteria for selections for the PAC Go Team and forward to the NLC. NLC members then come to September meeting with two nominees. Committee will also develop a flyer template that facilities can use to promote local solidarity events. Committee will put together a swag order form. Steve to set up a google calendar where the NLC can list solidarity events, due dates, telcons, classes etc. (Open)
 - Discussed every region doing PAC events at CFS. Legislative should be kept separate from CFS work. If an RVP wants to organize and pay for an event, that is OK.
- Education Committee Report (Richard)
 - NSO Legislative Summit report (Stan)
- Grassroots Committee Report (Corey)
- Website/IT Committee Report (Tiny/Andre)
 - Update on redesign of the NIW and NLC Websites (Open)
 - Tiny to share website link with the NLC for feedback. Do not share outside the committee.
 - Caryn to send Andre updated NNM State Coordinator information for the app.

Mission/Values/Vision/Code Discussion

Update from Trish Gilbert

Introduction and discussion with Thom Metzger

NATCA in Washington (NIW Planning Committee)

- Review NIW Agenda
- Speakers
 - Chao, Sen Booker (D-NJ), Congressman Rodney Davis (R-IL) invited
- NIW Planning Committee To-Do Items
 - Theme – “Spread the Word”
 - Choose 5 people from each region to be taped at NIW about their relationship with their MoC and staffer (for next year's NIW)

- Tape an interview between an NLC member and a staffer (either in DC or in district for next year's NIW)
 - Should each state coordinator have a "playbook" for all their MoC's in each state (see David's example). Committee decided not to pursue this due to potential downside.
 - Greet each first timer (see badge discussion).
 - Do we want an electronic quiz during NIW? Decided not to do this for NiW. Will revisit in January as a possibility for Convention.
- Update on App
- Update on 52-week plan
 - Will restart two weeks prior to NiW.
- Congressional Reception – Capitol Visitors Center
- Bullfeathers
 - Contract signed
 - Food guaranteed until 5:00pm
- Hospitality Suite
 - Hospitality suite will be open Sunday and Tuesday evenings with a 2 am closing. It will be closed Monday evening
- Communication with attendees following NIW.
 - Andre to write a post NiW email that the NLC can use to communicate with the attendees.
- Each region will create a schedule for their regional breakouts to go with the staffer's schedule & still includes everything
 - Idea was modified. All regions will work off the same agenda. Richard will send out after the April NiW planning meeting.
- Incorporating Region X Members (Open)
 - Typical day for Region X members into NIW Today
 - Richard and Sam are working with Sarah to develop content