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
Alex Navarro, Northwest Mountain Regional Vice President
Jim Marinitti, Southern Regional Vice President
Andrew LeBovidge, Southwest Regional Vice President
Joel Ortiz, Western Pacific Regional Vice President
Brad Davidson, Region X Vice President

Old Business

1. Facility Staffing/NCEPT Class (Gilbert/LeBovidge/Santa/Devine—OPEN)

NCEPT — The panel uses a collaboratively agreed to limit of 30% CPC/Trainee percentage as a limit to ensure a facility does not get too many trainees. On an individual basis, the 30% limit may be exceeded based on the number of trainees at the receiving facility that have reached a status of CPCIT/DEV-3.

The next panel is scheduled for March 2, 2020.

2. National Validation Team and ABACUS (Santa—OPEN)

We received notification that FAA General Counsel is reviewing all proposed Letter of Agreement changes throughout the NAS to evaluate any associated costs. Initially, FAA GC requested the help of the National Validation Team, but we are not interested in helping to accomplish that goal. We will, however, conduct additional research to ensure that this is not a punitive measure to the users and facilities and report back. We will work on securing additional information to ensure that the FAA GC process is reviewed to ensure that safety and efficiency are still the priority.

We had a call with Kevin Buysman to review the structure of the VRB appeals process. It was a basic structure outline to help identify the work flow for the appeals team.

3. ZHU Update (Santa—OPEN)

We have reached out to our agency counterpart to try and schedule future meetings but have not had success. This has been elevated.
4. **Legislation (Rinaldi/Gilbert—OPEN)**

Paid Parental Leave — NATCA has been working on a technical correction to fix the loophole that inadvertently excluded FAA employees and other federal employee workforces in the paid parental leave proposal enacted in December. We’ve been working with relevant committees in the House and Senate to address this, and several bills have been introduced. While a number of other bills offering partial corrections have been proposed, we are focusing on a bill that would provide a fix for all six workforces that were excluded. This legislation was introduced today by House Committee on Oversight and Reform Chairwoman Carolyn Maloney, D-N.Y., as well as committee member Carol Miller, R-W.V. This legislation is bipartisan and has 16 original co-sponsors: eight Democrats and eight Republicans.

This legislation (H.R. 5885, the Federal Employee Parental Leave Technical Correction Act) would ensure the six workforces left out, including the FAA, will receive the 12 weeks of paid parental leave just like other federal employees. NATCA has been working hard to help Reps. Maloney and Miller add co-sponsors to this bill.

The workforces that were not included are: FAA, non-screener personnel at TSA, Title 38 employees at the U.S. Department of Veterans Affairs, presidential employees (White House), Washington, D.C. Courts and Public Defender Service, and Article I Judges.

H.R. 1108/S. 762 — H.R. 1108 has continued to gain support from both Democrats and Republicans and now has 277 co-sponsors. Co-sponsors can continue to be added to H.R. 1108 until the T&I Committee files an official “Committee Report,” which is a document accompanying a bill that has been reported from a committee. The report contains an explanation of the provisions of the bill, arguments for its approval, votes held in markup, individual committee members’ opinions, dissenting opinions, cost estimates, and other information. S. 762, which is identical to H.R. 1108 has garnered 13 bipartisan co-sponsors.

5. **Committee Review & NEB Liaison to Workgroups and Committees (Gilbert—OPEN)**

Trish will schedule a telcon with committee chairs to discuss adding Vice-Chair or Co-chair positions to each.

- Organizing committee RVP liaison – Brad Davidson
- Benefits committee RVP liaison – Aaron Merrick
- Election Oversight committee RVP liaison – Alex Navarro added to replace Rich Santa
- CISM committee RVP liaison – Drew MacQueen added with Clint Lancaster
- ATOC rep. – Kevin Wright
- New member EAP committee – Jamie Sanders
- Historical Committee will have a solicitation coming out soon

6. **LR Negotiations/ Strategy Team (Gilbert—OPEN)**
Marine Corps Air Station Cherry Point (NKT) — NATCA received notice on February 3, 2020 of the Command’s intent to re-negotiate the agreement between NATCA and the MCAS. Per the notice, we expect to receive the MCAS ground rules proposal no later than February 28, 2020. Paul has designated LR Attorney Grant Mulkey (Lead), NNE RVP Mick Devine, and NKT FacRep, Mike Seabrook as the negotiating team.

FCT Hardship Process — FCT contracts that contain a hardship process, when NATCA LR receives a hardship request from FCT management, NATCA LR will coordinate with the appropriate RVP for a response.

AIR ASAP — the Parties are continuing to work towards reaching agreement. AIR has the IOU to send a proposal that will meet the interests of both sides.

AIR VSRP — National Safety Representative Steve Hansen continues to meet with the AIR VSRP Matrix team to develop a VSRP template that works for AIR management and the multiple unions within AIR, including NATCA. There are concerns regarding privacy, and consensus decision making, but we will continue to participate in an attempt to resolve those concerns.

7. Training Committee—(LeBovidge/Marinitti/Lancaster/Devine—OPEN)

Members of the National Training Committee will be reviewing suicide prevention awareness training that was suggested by members of the Critical Incident Stress Management team for possible use in the field. Once the material has been reviewed, the subgroup will report out to the NTC for further discussion

A webinar for training on how to properly file the required annual Department of Labor reports is in the final stages of development. The webinar is currently under technical review by the National Finance Committee.

The revised processes for coordination of the participants for the joint Training Review Board classes are being implemented. There are some tight timelines, but they should be more efficient than before in ensuring maximum participation in the sessions.

8. Section 804 Process (MacQueen—OPEN)

PART 2, Scenario 3 - Realign Akron-Canton (CAK) TRACON and Mansfield (MFD) TRACON operations to Cleveland (CLE) Tower / TRACON

- Cutover complete – September 22, 2019
- ATC cross training is in progress and continuing, with 18 full CPCs certified on CLE “Legacy” positions and all S804 positions, and 13 controllers still in training who were affected by the realignment
- Scheduling a lessons learned meeting for mid-April 2020
PART 3:
Scenario 1 - Realign Peoria (PIA) TRACON and Springfield (SPI) TRACON operations to St. Louis (T75) TRACON

- Estimated cutover date – TBD
- Held project co-lead telcon
- Held monthly engineering review telcon
- Coordination meetings in progress to determine optimum plan for en route automation transition between ZKC and ZAU
- ERAM testing completed at WJHTC
- Development of new RVMs, IDS requirements, LOAs, and SOPs in progress
- Upcoming activities:
  - Conducting a meeting at ZKC on February 5, 2020 to discuss cutover strategy and cutover date(s)

Scenario 2 - Realign Pasco (PSC) TRACON operations to Spokane (GEG) Tower / TRACON

- Estimated cutover date – TBD
- Held project co-lead telcon
- Local workgroup developing plan for TRACON layout and IDS system
- Conducted Engineering Services schedule review meeting in Spokane on January 28

San Juan is still in discussions with objections from PASS working to be resolved.

CHS - Kickoff conducted with CHS/MYR/CAE/FLO. On site meetings and site survey work schedule for the week of February 24th.

9. **NATCA IT Update (Merrick/Santa—OPEN)**

Sharefile—There are currently 37 users on Sharefile that need to transition their files to OneDrive.

Website—There is a group of ITC members that are organizing and importing monthly updates to regional pages.

Mobile payments—Facilities that want to use this for reimbursements, must notify their RVP. An email address for the facility will need to be created and linked to the account.

10. **Paid Parental Leave (Gilbert—MOVED)**

The legislative activity will be moved to 4. and the FAA activity to 6.

11. **Election Procedures Oversite (Santa—OPEN)**
The committee will meet March 9 & 10. RVP Merrick from on-boarding and Heath Wilson from the NCC will attend.

12. NATCA Safety and Technology Leadership Council (NSTLC-LeBovidge/Merrick—OPEN)

Issues pertaining to the NSTLC were covered during the briefings by Tom Adcock, Director of Safety and Technology, and Steve Hansen, Chair of the National Safety Committee.

13. Document Retention Policy (Lancaster/Ortiz—OPEN)

This will be reviewed at the next NEB Meeting.

14. New Employee Orientation (Santa—OPEN)

There was no update to report.

15. Hardships (Navarro/Ortiz—OPEN)

Established monthly national telcons for the last Sunday of the month. The group started archiving information internally in an effort to have a consistent approach to processing Hardship packages.

16. Serco CBA (Navarro—OPEN)

Preparation meeting set for Feb 27th. The next negotiation with Serco is scheduled to meet March 3-4 at the NATCA National Office.

17. Convention 2020 (Rinaldi/Gilbert—OPEN)

Members attending convention must book their hotel separately, as this is not included in their convention registration. The NEB selected their regional seating areas for the convention.

18. Cherry Point (Gilbert—MOVED)

See under 6.

19. ONEU Negotiations—(Santa—CLOSED)

This has been incorporated into closed session discussion.

20. Daycare Facilities (Gilbert—OPEN)

A briefing with the agency is scheduled for March 2. An update will be provided at the next NEB meeting.

21. Boots on The Ground AFL-CIO Labor to Labor Program (Gilbert—OPEN)
Solicitations for interest will close on March 6 and we will select on or about April 13th.

**New Business**

1. **Tuition reimbursement (Santa—CLOSED)**

   Scott Dittamo’s request for tuition reimbursement was approved in accordance with SRF-14

2. **Untimely Internet Reimbursement (Ortiz—CLOSED)**

   An untimely request for internet reimbursement for CMA was unanimously approved by the National Executive Board.

3. **ALB Local Election Protest (Rinaldi—CLOSED)**

   The NEB unanimously agreed with the National Election Committee recommendation to uphold the results of the election.

4. **RHV Local Election Protest (Rinaldi—CLOSED)**

   The NEB unanimously agreed with the National Election Committee recommendation to establish an election committee at RHV and rerun the election.

**Untimely**

1. **IFATCA Conference (Gilbert—CLOSED)**

   The NEB unanimously voted to not to send delegates to the conference in Singapore due to the Coronavirus outbreak.

2. **CFS Lodging (Gilbert—CLOSED)**

   In accordance with SRF-26 the NEB agreed to the following lodging policy for CFS 2020: Each local is limited to four rooms (8 members) for three nights to be covered by the national budget.

3. **CFS Fees (Gilbert—CLOSED)**

   The NEB unanimously approved the following price changes to align with the actual cost:
Archie Ticket from $100 to $150 for general registrants
Archie Ticket on site $150 to $200 for general registrants
NATCA member/family prices will stay the same.

**Briefings**

**Policy for Working Position briefing—Jamaal Haltom**

The NEB discussed the position of the FAA, as well as the possible position NATCA should take on developmentals working positions they are certified on when they are suspended and/or terminated from training.

**Safety & Tech—Tom Adcock**

Reviewed the solicitations that were up for NEB approval.

The NEB was briefed on the current status of Tech Refresh 2 and the plans for determining mitigations for the issues identified with the 43” monitors and the status of Spaced Based ADS-B testing in the Caribbean.

**Safety and CFS—Steve Hansen**

**Safety Task Forces Kick-off in Dallas February 25, 2020**

- MVA
- Flight check
- ODO
- Wrong Surface

**ARIA - TARP replacement (Aviation Risk Identification and Assessment)**

- We have worked on the development of the algorithm for a few years on both the airborne and surface versions. We are also working on flight into terrain algorithm.
- Alerts are based on risk versus compliance.
- Removes all exclusionary zones.
- Assesses VFR aircraft.

**CFS 2020**

Archie Nominations — the committee is still accepting nominations and RVP’s should encourage submissions from their region. Nomination numbers are below with the nomination period closing on April 30. Nominations will be accepted as late as May 15.

- NAL - 1
- NCE - 0
Finance Committee—Brian Gardner

The NEB was briefed on the recent changes that have been made by the Finance Committee.

- Scheduled Telecons started (Feb 14) with the next the middle of April
- TEAMS usage, the NFC was briefed by NNM member Devin Carlisto on the Audit Tracker portion
- Updated the Asset List and the depreciation/capitalization chart
- Updated document retention - Clint, Joel and Rita
- Updated Treasurer Guidelines and New Treasurer Checklist
- Updated Vouchers - on the NATCA website as of early Jan.
- Updating Local Financial Policy - simpler form that fills the needs of smaller locals
- Updating the Audit Checklist and the Audit Report - standardized across the Union, same for all regions
- New Mobile Payment App Policy - Magen providing the training via telecons (two more in March, then about once a month), keeping a list of "approved locals", NFC will need to audit in a year - what does the NEB expect the NFC to audit
- On-boarding New Treasurers
- On-boarding New Facreps - Attending meeting next week
- New Facrep/Treasurer Binder - Devin
- Two Proposals for the Convention - SRF-4 (Audits every 3 calendar years) and SRF-21 (vouchers for all trans. and 2 signatures) see attached.
- Also, teamed with the NEB on the proposal for Art. 9, sec. 5 (NFC reviews the Pres/EVP pay annually) and for SRN-1 (Pay for Pres/EVP)
- New locals - need to meet with Trish, Preet and Bratcher about follow up documentation and then about when to start auditing them
- Standing locals that go to a no-member status (FCTs) – need to work with Preet and Trish on process.
- Currently tracking completion of LM-3 and LM-4 form for the DoL - due March 30 and IRS 990 ePostcard and EZ forms due May 15
- 2019 Audits - updated NEB
- Audits for 2020 - around 125 (plus 11 from 2019)
- Convention Class (updating the presentation) - 2 classes, possibly more if able, also Mobile Payment App class by Magen - 2 classes also
NATCA National Executive Board Meeting
February 20-21
Tampa, Florida

- T-shirt sales/giveaways guidelines - Chris W./Chris M.
- New letter for Organizing Packet - Devin
- Changing Financial Institution Letter/checklist - Chris M.

Patricia Gilbert
Executive Vice President