

# NATCA LEVEL 4-9 FACILITIES GROUP CHARTER

## 1. Purpose

The NATCA Level 4-9 Facilities Group, hereafter referred to as the “4-9 Group”, represents the unique interests of the membership in level 4-9 facilities.

## 2. Background

The 4-9 Group was formed to allow a clear channel of communication among member FACREPs to compare, discuss, and evaluate items specific to level 4-9 facilities. The 4-9 Group shall also allow for a united position to present to NATCA leadership on issues affecting each facility's NATCA members.

## 3. Membership

The 4-9 Group shall consist of two members from each region. These members will be appointed by the Regional Vice President (RVP) and confirmed by the National Executive Board (NEB). Members from level 4-9 facilities in each region representing Air Traffic Control Specialists (NEA, NNE, NSO, NGL, NWP, NSW, NAL, NNM, NCE).

## 4. Teams Channel

Teams Channel shall be maintained for the purpose of member communications. Only FACREPs member facilities, the designated NEB liaison(s), any member of the National Executive Board, and other NATCA members or NATCA employees, as deemed appropriate by the 4-9 Group, shall have access to the Teams Channel. Forwarding any internal 4-9 Group communication from the Teams Channel shall require the authorization of the author(s) of the communication.

## 5. Chairperson

The 4-9 Group shall appoint a Chairperson for a two-year term beginning June 1, 2025. All subsequent terms shall be two years, and there shall be no limit on the number of terms held. The responsibilities of the Chairperson shall be to address any issues, as determined by the group, with senior NATCA leadership.

## 6. Local Host

The 4-9 Group shall vote on the next meeting location and the local host will serve as the vice chair upon the selection of that location. The local host will assist the chair in making the arrangements for the next meeting and serve as an ambassador for that meeting.

## 7. Meetings

Meetings will be scheduled by the group as needed. A quorum shall consist of the group member FACREPs present. Any invited guests, excluding speakers, for meetings of the group shall be approved in advance by a majority vote. Agenda items for future meetings shall be discussed on the Teams Channel. For meetings, the Chairperson will serve as Chair and will designate a member of the 4-9 Group to take minutes. Minutes will be sent to the 4-9 Group Teams Channel for amendments/adoption as soon as practicable.

## 8. Voting

Any issue requiring a vote of the group members shall require a majority of the votes cast.

## 9. Finances

The Chair will serve as the budget manager for the 4-9 Group.

The NATCA National Office will be responsible for all accounting and reporting requirements.