

Pay Review Committee Charter

The Pay Review Committee (PRC) shall be an ad hoc committee responsible to the NATCA National Executive Board (NEB). The purpose of the PRC is to review, analyze, and assist in resolving issues associated with pay setting, adjustments, and related calculations made under the provisions of the relevant Collective Bargaining Agreement.

The PRC shall be comprised of one member from each region, plus two members of NATCA's staff, as appointed by the NEB. The NEB shall appoint one member as the Chairperson and one member as the Vice Committee Chairperson. The Chairperson may be an additional person to the Committee. Each region shall be permitted up to one mentee to serve on the committee.

Meetings

The PRC shall meet at least two (2) times per year. To the maximum extent practicable, meetings shall be conducted virtually. A quorum will be defined as those members present and participating in the meeting. Any issue requiring a vote of the committee will require a majority of the votes cast in order to be adopted. The Chairperson shall attend all Committee Chair meetings and report back to the committee any pertinent information.

In accordance with standard budgetary and financial requirements, the NATCA National Office shall reimburse committee members for normal and typical reimbursement of expenses for committee activities.

Roles and Responsibilities

The PRC members will receive pay issues from their respective RVP and/or their designee(s). The regional PRC member will prepare a written analysis of the issue, to include all available, relevant documents (e.g., SF-50, LES), specific references to the CBA that may have been misapplied and provide a recommendation to the PRC as to the correct outcome, as appropriate. The PRC members will review each submission and provide an opinion on whether they agree or disagree with the recommended outcome. In the event the PRC cannot reach a consensus opinion, the PRC Chair, in consultation with the NATCA Staff members, may establish a final opinion on the issue. The regional PRC member will then send the final opinion, along with the written analysis, to the appropriate RVP and their designee.

PRC members will receive annual training on the application of the respective CBA pay provisions.