

Ready for Negotiations?

CONFUSED?
UNCERTAIN?
PERPLEXED?
BEWILDERED?
UNCLEAR?
DISORIENTED?

COLLECTIVE BARGAINING
BETWEEN
IAMAW
DISTRICT 4 LOCAL LODGE 24
AND
Amentum (Executive Airlift, Helicopter Maintenance, FCF
Pilots), and T Square

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MISSION STATEMENT

To strengthen contract language and improve wages and benefits during contract negotiations.

INTRODUCTION

Let's face it, contract time and the negotiations for a new contract is a time filled with questions, uncertainty, high anxiety and a roller coaster of emotions guaranteed to rival that of any amusement park ride.

It's a process that will be repeated about every 3 years and one that cannot be avoided. You and your families need a contract that ensures good wages, good benefits, and good working conditions. **You deserve no less.**

Hopefully this handout will help explain how the negotiations process works. We will talk about your role in the negotiations process; what you as a member can do to help. There is also a section to help you ease the pressures and anxiety that can be experienced during contract time. We expose some of the tactics the company may try to use on you to put doubt in your mind, to create turmoil within our membership. Also provided is an overview of members' rights under the National Labor Relations Act. There is a frequently asked questions and answers section to try to help answer questions that could surface during negotiations.

While using this handbook please remember one thing: together, standing strong as one Union and speaking as one loud voice, we can improve our standard of living.

Your Negotiating Committee hopes that this handout will help to answer some of your questions, to help you to remain strong, and to help you support each other in the weeks ahead.

HOW THE NEGOTIATIONS PROCESS WORKS

The process doesn't start at the table, it starts when the newly appointed committee reviews what took place over the last few years and what was learned during the Organizing Campaign. The Negotiating Committee carefully looks at what has worked and what has not worked, and what has had a positive or a negative effect on our members.

Any committee member will be able to tell you that there is a lot of discussion between the committee members as to what can be done to improve the next contract's outcome. They will also tell you that they rely on what they hear from you, the members.

Here are some of the things that help the Committee focus on the areas for negotiations:

- . Feedback from surveys that are designed to learn what is most important to the membership. These surveys provide important information that might otherwise not be known.
- . Discussions with members at the work site and at scheduled Meetings. Meetings help expose issues that the membership are passionate about in a way that neither a survey nor second-hand reporting could possibly communicate to the committee.
- . A complete review of sample bargaining agreements in our industry.
- . Feedback from the negotiation committee, who will be on the front lines with this company on a daily basis during Bargaining.
- . Information requests are carefully prepared and submitted to the company. The company has a legal obligation to respond to the Union's request for all information that is necessary and relevant for bargaining.
- . Industry standards are carefully reviewed by the committee, as well as nationwide trends in our field, in order to craft the best proposals
- . Local, State and National cost of living indexes also are a key part of the Committee's preparation.

These are just some of the resources the Committee relies on to begin putting together a contract proposal.

How does the Committee actually do its work? Currently the Committee usually meets once a month. These meetings started with creating and reviewing surveys, and will ramp up into more in-depth planning, including gathering information and creating proposals. As the date for contract talks gets closer, the Committee will start to meet more frequently as needed to work hard toward the best possible C.B.A that we can achieve. Just before the negotiations, the Committee attended a week long negotiation class at the W3 Center and plan to meet daily to finalize contract proposals and prepare for face-to-face negotiations with the company.

Both the Union and the company Negotiation Committee will meet off site for full time sessions at mutually agreed upon location, time, and frequency. It is always the Committee's desire to have an agreement completed as soon as possible without leaving any subject of concern go without being addressed.

This has been a brief summary of the negotiations process, which we hope has shed some light into all the steps that go into creating a contract. More importantly, we hope you never forget that the wages and benefits you receive are the result of the collective bargaining process and not a gift from the company. Without the legal protections of a collective bargaining agreement, the company can change or even eliminate the health insurance, vacations, sick time, holidays, pensions, and many other benefits we now or will enjoy. Without the support of all employees, the Union's ability to protect and improve wages and benefits in the future will suffer.

There is one more very important piece in this process and that is you, the Union member! You are the true power behind this Union. You can let the company know how you really feel. You have the final say as to whether or not you will accept or reject the company's "Last, Best and Final Offer".

You are the real force that makes this Union!

THE MEMBERS' ROLE IN THE NEGOTIATIONS PROCESS

KNOW Your ROLES

Negotiating a contract for our members is one of the most important reasons for having a Union. The contract sets the stage for a given period of time (normally 3 years) and dictates all wages, benefits and working conditions. The contract has a major impact on each of us. Our new contract will determine how much money we will have to support our families, our ability to keep up with the ever rising cost of medical, life insurance, the out of pocket costs for those benefits, how we will be able to plan for retirement, and how the company deals with us here at the hangar.

Having a good Negotiating Committee is an important step in this process but the single most important factor in the negotiations process is you -- the membership. This cannot be stressed enough. Our strength as workers is in our unity. The greater the number of bargaining unit employees in the Union, the greater our ability to negotiate the best possible contract. The more workers who are active and involved in the Union and the negotiating process, the better our chances for the contract every one of you deserves

We shouldn't kid ourselves. Long before negotiations begin, the company has a good idea of our strengths and our weaknesses. They know our membership strength and because they listen to what we are saying in the hangars, they have a pretty good idea of what we are thinking. They know this not necessarily because we tell them (some members do tell their supervisors) but because we air our dirty laundry (our likes and dislikes) in front of them. **As an hourly employee we all need to understand that everything we do and say can be communicated right up the chain of command. The company knows our business.**

We as Union members need to take notice of this and be professional. When we do this it keeps them off balance and they have no idea what we are thinking or planning. It makes the Company approach us more cautiously because they are not sure how we will react to an unfair contract offer.

What can you do to help?

As a member, there are many things you can do to help increase our chances for successful negotiations.

- . Explain to management that you do expect the company to give you a fair contract.
- . If your supervisor asks if the Union is going on strike tell him or her that it depends on the Company's willingness to negotiate in good faith and give us a fair contract.
- . Support each other. Talk to your fellow members and share information with them.
- . Participate in the Union surveys.
- . Participate in all union meetings and informational forums.
- . Make sure you are checking our facebook page and website for information and updates during negotiations.
- . Facebook: [www.facebook.com IAMAW Local Lodge 24](http://www.facebook.com/IAMAWLocalLodge24)
- . Website: www.andrewsiam.org

We hope you can see how critical you are to the outcome of negotiations. If you are interested in participating in any of the above or need help, contact your committee reps.

COPING WITH THE PRESSURES OF NEGOTIATIONS

As stated at the beginning of this handout, contract time can be a rollercoaster of emotions. Understanding some of the events that are about to take place will help you know what to expect and put things in perspective.

The company may try some tactics to scare you and to put doubt in your mind. Past tactics included which benefits you will no longer have and when they will end, or even that they are offering a good deal yet your committee is rejecting it. They may send you letters saying how great the contract offer is, or letters stating "maybe you didn't understand the offer" or something like maybe the "Union didn't really explain the contract proposal to you" or "how much you will be missed". Managers may use the scare tactic of " Don't ask for too much or you might price yourself out of a job". Don't listen to them as it is untrue and has never happened.

If this company really cares about us, then they should be willing to treat us with the respect that we deserve by agreeing to a decent contract with bad weather days, employee rights, general wage increases, better retirement benefits, and improved health care. As we head into our first round of contract negotiations remember these things. If and when you start to get caught up in that roller coaster of emotions, **STOP** and take a deep breath and listen closely to exactly what it is that the company is saying and doing. Are you getting those letters in the mail? Is management telling you that you are making more than you deserve? Is your supervisor and others getting a pay increase? Is he getting profit sharing checks?

We are the people who ensure safe travel for Special Air Missions (SAM) for our world leaders. We are the people who provide continuous rotary wing contingency response capability to the national capital region. We keep the flight schedule up and running. We maintain records and run their supply systems. We keep libraries up to date and ensure only quality work is done. We are the ones who keep the facility presentable to our customers and our guests. We deserve a good contract!

YOUR RIGHTS UNDER THE NATIONAL LABOR RELATIONS ACT

- . Management cannot attend any Union meeting or engage in any undercover activity which would indicate that the employees are being kept under surveillance to determine who is and who is not participating in any Union program.
- . Management cannot tell the employees that the company will fire or punish them if they engage in Union activity (during the employees' own time).
- . Management cannot lay-off, discharge, or discipline any employee for union activity (during the employees' own time).
- . Management cannot grant employee wage increases, special concessions, or benefits in order to keep the union out.
- . Management cannot bar employee union representatives from soliciting employee membership on or off company property during non-working hours.
- . Management cannot ask employees about union matters, meetings; etc. (some employees may, of their own accord, walk up and tell of such matters. It is not an unfair labor practice to listen, but to ask questions to obtain additional information is illegal).
- . Management cannot ask employees what they think about the union or the union representative
- . Management cannot ask the employees how they intend to vote.
- . Management cannot threaten employees with reprisals for participating in union activities. For example, threaten to move the operation or close the business, curtail operations or reduce employee benefits.

KNOW YOUR RIGHTS

- . Management cannot promise benefits to employees if they reject the union.
- . Management cannot give financial support or other assistance to a union (theoretically this prevents bribes and payoffs).
- . Management cannot announce the company will not deal with the union.
- . Management cannot threaten to close, in fact close or move the business in order to avoid dealing with a union.
- . Management cannot ask employees whether or not they belong to the union or have signed up for union representation.
- . Management cannot ask an employee, during a hiring interview, about his or her affiliation with a labor organization or how he or she feels about unions.
- . Management cannot make anti-union statements, or act in any way that might show preference for a non-union person.
- . Management cannot make distinctions between the union and non-union employees when assigning overtime or other desirable work.
- . Management cannot purposely team up non-union workers and keep them apart from those supporting membership in the union.
- . Management cannot transfer workers on the basis of union supporting activities.
- . Management cannot choose employees to be laid off in order to weaken the union's strength or discourage membership in the union.
- . Management cannot discriminate against union workers when disciplining employees.
- . Management cannot by the nature of the work assignments, create conditions intended to get rid of an employee because of their union activity.

- . Management cannot fail to grant a scheduled benefit or wage increase because of union activity.
- . Management cannot take action that adversely affects an employee's job or pay rate because of union activity.
- . Management cannot threaten workers or coerce them in an attempt to influence their vote.
- . Management cannot threaten a union member through a third party.
- . Management cannot promise employees a reward or future benefits if they decide to vote against unionization.
- . Management cannot tell employees that overtime work (and premium pay) will be discontinued if the business is unionized (in fact, some premium pay is mandated by federal and state laws anyway. Such as overtime pay after a certain number of hours worked).
- . Management cannot say that unionization will force the company to lay-off employees.
- . Management cannot promise employees promotions, raises or other benefits if they get out of the union or refrain from joining the union.
- . Management cannot start a petition or circular against the union or encourage or take part in its circulation if started by employees.
- . Management cannot urge employees to try and induce others to oppose the union or keep it out and/or visit homes of employees and encourage them to reject the union.

Violation of any of these items is a violation of the National Labor Relations Act and could be grounds for unfair labor practice charges against the company. Make it a point to know your rights. If you don't know your rights, you have none.

YOUR RIGHTS TO UNION REPRESENTATION

- . The right of employees to have union representation at investigatory interviews was announced by the U.S. Supreme Court in a 1975 case (**NLRB vs. Weingarten, Inc. 420 U.S. 251, 88 LRRM 2689**). These rights have become known as the Weingarten rights.
- . Employees have Weingarten rights during investigatory interviews. An investigatory interview occurs when a supervisor questions an employee to obtain information which could be used as a basis for discipline or asks an employee to defend his or her conduct.
- . If an employee has a reasonable belief that discipline or other adverse consequences may result from what he or she says, the employee has the right to request union representation. Management is also required to inform the employee of his/her Weingarten rights (due to our C.B.A.).
- . When an employee makes the request for a union representative to be present management has three options:
 - (1) it can stop questioning until the steward arrives.
 - (2) it can call off the interview or,
 - (3) it can tell the employee that it will call off the interview unless the employee voluntarily gives up his/her rights to a union representative (**an option the employee should always refuse.**)
- . Employers will often assert that the only role of a union representative in an investigatory interview is to observe the discussion. The Supreme Court, however, clearly acknowledges a representative's right to assist and counsel workers during the interview.
- . The Supreme Court has also ruled that during an investigatory interview management must inform the union representative of the subject of the interrogation. The representative must also be allowed to speak privately with the employee before the interview. During the questioning, the representative can interrupt to clarify a question or to object to confusing or intimidating tactics.

FREQUENTLY ASKED QUESTIONS & ANSWERS

"Leading the fight to make it right." - We believe the right thing to do is to work to maintain and improve the quality of life for every member.

We have put together a communications plan that will increase participation from all levels of our membership and your help is vital to the success of these negotiations. As we progress closer to the final contract vote, communication with each other is key. We will be calling on you to step up and help us lead our membership to a successful contract victory.

This Q&A section was developed to provide you with answers to many common questions you may have throughout negotiations.

Your support throughout this process will determine our strength at the bargaining table.

Q: How can I help during the negotiations process?

A: Participate in the discussions, rallies, surveys and other events showing solidarity. Wear the appropriate union insignia at the designated times in unity with your brothers and sisters. Talk strong about the issues on the shop floor because solidarity works. Invite members to the Negotiation Committees
Facebook: IAMAW Local Lodge 24

Q: How will the Union keep me updated on the negotiations?

A: We will provide regular updates using Facebook, Union boards, and through our hangars Committee Representatives. We cannot send updates to your Company/AirForce e-mail, but the Company can and will. It is important that our membership recognize the Company e-mails do not reflect the Union's position.

Q: What should I say to support the Union's efforts in negotiations when I am asked by management to give them my opinion?

A: Supervisors and other managers will be out in force trying to gauge our members' support for various issues. They in turn send this information right up to the company negotiators. The best way to win a good contract is to be strong and together on the shop floor. The Union negotiators are looking out for your best interest, the company is looking out for its own best interest. You can help support your co-workers (your Union) throughout negotiations by sending a strong unified message to company management about better pensions, lower health care costs, job security and issues important to all of us. Tell the company to do the right thing on these issues.

Q: How much influence does the IAM Grand Lodge have on the outcome of our contract?

A: Your Negotiating Committee gets advice and any help they need from the top leaders of the IAM during negotiations. We get help from Headquarters' Departments such as; Strategic Resources, Legal, Communications, and Community Services. Our local leadership relays to them our membership's needs and concerns. Only your elected negotiating team votes on whether or not to recommend the company's offer and/or to recommend a strike, and only the membership votes at the ratification meeting.

Q: When will we be able to get details on the Company's last best and final offer?

A: When negotiations have been completed the Union will have available for members a copy of the contract and a summary of the contents highlighting important issues and changes.

Q: When the Company delivers their Last, Best and Final offer to the Bargaining Committee, what happens next?

A: The Union negotiating team has to review the proposal, make a synopsis of key issues, and then get copies printed so that the

membership can start to review the contract as soon as possible. The negotiating team will also inform you about its recommendation on whether or not to accept the company's proposals and if it recommends a vote to strike for a better agreement.

At the same time, the Company will launch their own campaign to sell the contract immediately following its delivery to the Union negotiators. They will include their reasoning and rationale of why it is a fair offer from their perspective.

Q: How and where do I vote on the contract offer?

A: A ratification meeting will be held, at which the proposed contract will be presented and discussed and voted upon. There will be an announcement for when and where the meeting will take place.

Q: How long will we get to look at the offer?

A: The information will be passed out to the members at the beginning of the contract ratification meeting and we will go over the information line by line and then have a question and answer session immediately after. Then we will vote on the offer.

Q: How does the contract vote work?

A: There are two separate ballots. The first one is to accept or reject the contract offer. The second ballot is a yes or not to authorize a strike. If a majority votes to accept the contract, negotiations end and the contract goes into effect after signing between the two parties. If more than 50% vote to reject the proposed contract, but less than two-thirds of the votes cast are in favor of a strike, the contract offer is accepted by default. The only way there can be a strike is to have a majority reject the proposal AND have two-thirds vote for strike action.

Q: Who is eligible to vote?

A: Members in good standing.

Q: How are the ballots counted?

A: The Ballots will be counted immediately after the vote and the results will be announced as soon as the count is completed. We will also post the results on Facebook, our website, and the media is likely to publicize the results as well.

Q: Why does it take two-thirds vote to call a strike?

A: Any time you go into a possible strike situation, you want to be sure that a 2/3 majority of your membership support calling a strike. Going on strike with less than 2/3 results in a possible weak picket line. This is why the IAM Constitution requires 2/3 majority to call a strike. If the majority of the membership - 50% + 1 - was all that was required to call a strike, our chances of winning a good contract through a strike would decrease dramatically.

The bottom line is, calling a strike is serious business. The leadership needs to be sure that **2/3 of the membership** is willing to walk the line before taking that type of action.

Q: Can the Company fire me if I go on strike?

A: No! The National Labor Relations Act protects you.

Q: Can the Company hire replacement workers if I'm on strike?

A: Yes, and they may threaten to do so. But in reality, hiring 300 highly skilled and certified workers would be a huge and extremely

costly task (**very unlikely**). Also keep in mind that it takes about three months to hire someone.

Q: Can a non-member stay out and support the Union?

A: Yes, if you are a bargaining unit worker covered by the collective bargaining agreement you can stay out and support the strike, and your action will be protected by law to same extent as union members.

Q: How much money a week will I get for strike benefits?

A: As of January 1, 2023 the IAM's strike benefits are \$200.00 per week. Benefit payments are paid commencing with the 3rd week. Strike benefits shall continue to be paid through the last day of the week in which the strike terminates. Remember the company payroll is two weeks back in pay for the current week and the company cannot withhold pay you are owed.

Q: How much time is required of me each week to qualify for strike benefits?

A: At least 4 hours of time to a committee i.e., picket, kitchen etc.

Q: Will I still have medical coverage if I go on strike?

A: You will be able to continue your medical coverage through COBRA.

Q: What are strike committees?

A: Strike committees are used to help organize and lead an effective strike and to help our members.

Q: What if I physically can't do picket duty if we go out on strike?

A: There are many jobs that don't require much physical strength which need to be done (i.e. clerical, phone, kitchen duties, etc.) The Union will work with our members with special needs.

Q: If I have leave on the books can I use it while on strike?

A: No.

Q: Will the Union continue to negotiate if we're on strike?

A: Yes. Since the ultimate goal is to get a good contract, the Negotiating Committee will continue to meet with the company to try and reach agreement.

GO IAM!

MEMBER RESOURCES

Cobra

Often in the event of a strike the company will cut off employer provided healthcare coverage for the striking employees. However, thanks to COBRA, there is no need to panic. COBRA is a federal law which requires continuation of healthcare coverage for employees, their spouses, and dependent children when coverage otherwise would be lost due to certain "specific events". One such "specific events" which triggers COBRA Continuation Health Coverage is when healthcare coverage is lost in the event of a strike.

Depending on the situation, the employer may terminate employer provided healthcare coverage shortly after the strike begins. If this happens, the insurance company has up to 14 days to inform you of your COBRA rights via an Election Notice Letter. This letter will inform you of your right to continue coverage for you, your spouse, and your dependents for up to 18 months.

The letter will also provide the cost to the employee of continuing their coverage during the strike. This cost is typically far more than the cost of coverage for active employees, because the employer is typically no longer paying the employer portion of the premium. The maximum cost to the employee of COBRA continued coverage is 102% of the total premium.

The letter will also provide an address to which you may send your response as to whether you would like to elect to continue healthcare coverage or not. You have up to 60 days (starting from the day you received the Election Notice Letter) to respond. You can wait until the 59 day to respond, and as long as you respond that you do want to elect COBRA coverage within 60 days, your coverage will be retroactive back to day 1. For example: If you have not yet responded, and then you break your leg on day 50; you can get treatment on day 50, respond that you would like to elect COBRA coverage on day 55, and your medical bills will be covered despite the fact that you had not yet responded before you were treated. Therefore it makes sense for many people to wait until the 59th day to respond with the hope that the strike may have been settled by then. Note: We recommend that

this response be sent via certified mail so that you can verify the date the response was sent.)

In addition, payment for COBRA continuing coverage is not due until the 45th day after you elect coverage. This gives you an additional 45 days (in addition to the 59 days) before you must make any payments. However, the payment must be made by that 45 day or COBRA coverage may be cancelled. Additionally, in the strike settlement between the union and the company there are often (but not always) provisions which retroactively pay for any COBRA premiums or uncovered eligible medical expenses that were incurred while on strike.

Finally, it is always a good idea to fill prescriptions and obtain all planned medical treatment before your ratification vote. This way, if you and your brothers and sisters do vote to strike, you will have all of your planned medical needs taken care of and you will be better prepared to weather the strike.

Your Negotiation Committee

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A Special Thanks to the Staff at the

**IAM WILLIAM W WINPISINGER EDUCATION
AND TECHNOLOGY CENTER**