

**401(k) TRUSTEE
THERESA PUZIER, CHAIR**

**MEMBERS:
Not Required**

Purpose:

To represent the interests of NYSUT CWA members relative to the NYSUT/CWA tax sheltered and savings plan [401(k)]. Each NYSUT bargaining unit as well as NYSUT management is represented by one trustee.

How It Works:

The trustee will be knowledgeable about the 401(k) plan, attend meetings as needed, relay information from the officers to the trustees and report back to the officers any issues or concerns arising from these trustees' meetings.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**401(k) TRUSTEE
GEORGE BROOKS, CHAIR**

MEMBERS:
Not Required

Purpose:

To represent the interests of UUP/CWA members relative to the UUP tax sheltered and savings plan [401(k)]. UUP/CWA members as well as UUP management/confidential employees, are represented by one trustee.

How It Works:

The trustee will be knowledgeable about the 401(k) plan, attend meetings as needed and report back to the members any issues or concerns arising from these trustees' meetings.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**AUDIT COMMITTEE
PAULA PENGE, CHAIR**

**MEMBERS:
Therese Swota**

Purpose:

To review the financial records of the local as required by the bylaws.

How It Works:

The committee will audit the financial records at the end of each fiscal year (September 30th). They may conduct a random survey of information as chosen by the committee and must produce a report of the audit to the membership.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**CHILD CARE LEAVE COMMITTEE
TERESA SWARTZ, CHAIR**

MEMBERS:

Purpose:

To keep NYSUT CWA members apprised of changes in the Family and Medical Leave Act Legislation.

How It Works:

Members who anticipate using this leave provision should contact the committee chair who will provide them with literature about their rights under the Act and will be able to assist members with writing their leave request memorandum, in order to utilize the most appropriate and beneficial leave types.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**COMMUNITY SERVICES COMMITTEE
EMILY LYONS, CHAIR**

MEMBERS:

Purpose:

To develop programs to involve the union in the community

How It Works:

This committee helps develop programs to involve the union in the community and to join in coalitions with other organizations in support of worthwhile causes, such as Special Olympics, United Way, blood drives, food drives and other worthwhile local community efforts. Additionally, the Community Services Committee plays an important role during a strike in working with the other labor unions to provide signs and members to assist locals trying to get their messages out, whether that be through informational picketing, striking, etc.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

CWA DAY COMMITTEE

CHAIR & MEMBERS Change Each Year

Purpose:

To plan and execute Local 1141's annual CWA Day.

How It Works:

The committee shall be representative of all three bargaining units and will meet regularly to plan all areas of CWA Day i.e., program, site, housing, entertainment.

They will also be responsible for the informational membership mailing(s), participant registration, purchase of prizes and/or giveaways. They will provide regular reports to the Executive Board and will obtain the Executive Board's approval prior to making any purchases or financial commitments.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**EDUCATION COMMITTEE
SWINKA RICHARDS, CHAIR**

**MEMBERS:
Christine Phillips, Jim MacFawn**

Purpose:

To act as a liaison between NYSUT CWA members and NYSUT in presenting requests for seminar and college course reimbursement and to carry out other local educational programs.

How It Works:

CWA members wishing to be reimbursed for an educational course or seminar will submit to the committee a written request for reimbursement in advance of taking the course. The committee is responsible for reviewing such requests for applicability to the contract clause, and will request reimbursement from NYSUT's Executive Director.

The committee also sends out seminar suggestions on a quarterly basis and issues an annual report at the general membership meeting.

The committee is also responsible for developing/distributing educational information to the membership on CWA national programs, scholarships and other materials important to increase the knowledge of the membership.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**ELECTION COMMITTEE
CINDY MCCRORY, CHAIR**

MEMBERS:

Lori Agnew, Joyce Anderson, Maggie O'Rourke

Purpose:

To ensure that all local nominations, elections, and referendums are conducted in accordance with the constitution, bylaws and federal law. The election committee, subject to appeal, also determines all questions concerning the conduct and challenge of elections by the Executive Board.

How It Works:

The committee determines members eligible for nomination for each vacant position and issues a "call for nomination" by mail to the membership. The committee contacts all members nominated, ascertain whether they wish to run for office and creates the election ballot. The ballot, an envelope marked "ballot", and the return envelope is mailed to each member with instructions for filling out the ballot and the deadline date for ballot return. The committee opens and counts the ballots after the deadline date has passed and reports results to the membership. This committee also oversees contract ratification votes.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

EQUITY COMMITTEE ODESSA MAURO, CHAIR

MEMBERS

Purpose:

To develop and promote the National CWA Civil Rights Program by building a union where members of all cultures, religions, gender, ages, sexual orientations, nationalities feel welcomed, respected and heard.

How It Works:

The constitutionally-mandated committee distributes information to the membership on the CWA National Civil Rights Program and advises the Executive Board of any civil rights issues affecting the local.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**FINANCE COMMITTEE
PRANVERA SYLA, CHAIR**

MEMBERS

Kendra Waddington, Chrissy Phillips

Purpose:

This policy, adopted by the CWA Local 1141 Executive Board, establishes policies for Local expenditures and expense reimbursement. Two principles have been considered paramount in the development of this policy:

1. Individuals should not be required to subsidize the union. Therefore, reasonable and authorized expenditures will be promptly reimbursed.
2. The funds used by the union are entrusted to us by the membership. We have a fiduciary duty to expend those funds wisely and in the interests of those we serve.

This policy has been developed with the assistance of our auditors and conforms to the requirements of the Local 1141 Bylaws.

Any exception to this policy will require prior approval of the Local President or Executive Vice President.

How It Works:

The Committee does not have regular meetings. However, if a change to this policy is proposed, a meeting of the committee is scheduled to review the change and make a recommendation to the Executive Board.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**GRIEVANCE COMMITTEE
JEANNINE BADGLEY, CHAIR**

**MEMBERS
Not Required**

Purpose:

To ensure that all local grievances are handled according to procedures outlined in the contract.

How It Works:

The committee chair shall be kept apprised by the Executive Board of potential grievance issues. The appropriateness of filing will be determined and if the grievance is proper, the committee chair will be responsible for writing/filing and monitoring all grievances according to appropriate timelines.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**HEALTH AND SAFETY COMMITTEE
MARK DELAY, CHAIR**

MEMBERS

Alison Munday, Maggie Guerrieri

Purpose:

To discuss all issues related to a safe and healthful work environment.

How It Works:

Two NYSNA employee representatives of the union will meet with two representatives of management to investigate, study and make recommendations concerning all safety and health problems. Meetings will be held semi-annually during normal work hours.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

HEALTH AND SAFETY COMMITTEE

TOM SLAVIN, CHAIR

MEMBERS

Bonnie Balok

Purpose:

To protect CWA workers on the job. The intent of the committee is to ensure that the employer is complying with its legal responsibility to provide a place of employment free from recognized hazards.

How It Works:

The CWA-NYSUT bargaining agreement provides for this committee, which will be comprised of an equal number of representatives from NYSUT and CWA. If a CWA member feels that there is a safety concern or health concern at their workplace, they should immediately contact a member of the CWA committee who will work with local officers and NYSUT management to appropriately resolve the issue.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

HEALTH CARE
(Advisory Committee)
MAUREEN KARIUS, CHAIR

MEMBERS
Angell Law, Kelly Thompson-LaPerle

Purpose:

Motivated by a mutual concern over health care issues, UUP and CWA recognize the following responsibilities:

- Examinations and analysis of the major areas of health care costs for UUP and its employees;
- Considerations of additional cost containment measures, as appropriate;
- Examination of the establishment of Flexible Spending Accounts;
- Reexamination of existing health care coverage, including vision care;
- Consideration of available coverage for both full-time and part-time employees.

How It Works:

To address the above needs, UUP and CWA agree to establish the Advisory Committee on Health Care. The Advisory Committee shall have a total of not more than four (4) management representatives and not more than four (4) union representatives. The Advisory Committee shall meet from time-to-time but at least two times each year.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**LABOR-MANAGEMENT COMMITTEE
MICHAEL OSTRANDER, CHAIR**

MEMBERS:

Tom Slavin, Jennifer Deso, Clare Miner, Teresa Swartz

Purpose:

The CWA-NYSUT bargaining agreement provides for this committee, which will be comprised of a maximum of three members appointed by the union and three members appointed by NYSUT.

How It Works:

The CWA committee members draft agenda items and meet with their NYSUT counterparts on an as-needed basis throughout the year to clarify contract language and resolve issues or conflicts to the union's satisfaction so as to avoid the grievance process.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**LABOR-MANAGEMENT COMMITTEE
MARK DELAY, CHAIR**

MEMBERS:

Cashella Cheatham, Katie Dannible, Alison Munday

Purpose:

The Employer and Union agree to meet quarterly or as otherwise agreed as a L/M Committee to discuss issues concerning either party or both parties, in a collegial and collaborative manner.

How It Works:

Meetings will take place at mutually agreed places and times. Meetings shall be conducted on work time (employees are released with pay). The Employer will pay all reasonable and necessary expenses incurred for three (3) staff members.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**LABOR-MANAGEMENT COMMITTEE
KENYA COLEMAN, CHAIR**

MEMBERS:

Kristen Plowman, Boodie McGinnis

Purpose:

The Purpose of the Labor Management Committee is to discuss issues that affect or have a potential affect on all or a large portion of the bargaining employees.

How It Works:

According to Article 24, CWA Labor Management is made up of two full time and one part time employee from the bargaining unit. CWA and UUP will meet a maximum of four times a year to discuss on going issues. Both parties can submit an agenda. A meeting is called by CWA to meet with UUP's Labor Management to then discuss the issues.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**LEAVE DONATION
ALISON MUNDAY, CHAIR**

**MEMBERS:
Mark Delay**

Purpose:

As required by the NYNSA/CWA Agreement, a Sick Leave Bank shall be established for the purpose of providing sick days to participating members of the unit who have exhausted all days of their sick time. Withdrawals from the sick leave bank shall be used only for catastrophic prolonged or disabling conditions.

How It Works:

The sick leave bank is administered by a committee of two bargaining unit members selected by the unit and two management members appointed by the Executive Director who will write administrative guidelines for contributions to and withdrawals from the bank.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

LEAVE DONATION JOYCE MONTGOMERY, CHAIR

**MEMBERS:
Not Required**

Purpose:

Employees who, due to their own or family illness(es), have exhausted their sick and vacation leave accruals may receive donations of vacation leave from other employees in accordance with the procedures outlined in Appendix 2, Leave Donation Program, of the CWA/UUP Agreement.

How It Works:

A joint L/M committee consisting of a member appointed by CWA and a member appointed by UUP will coordinate the leave donations. The potential recipient, co-workers, or the joint L/M committee members may solicit leave donations. Any UUP employee, whether represented or unrepresented, may donate vacation leave in full day (7-hours) increments to an employee who does not have enough accrued leave to cover either his/her own illness or an illness of a spouse, child, parent, or other household member.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**LEGISLATIVE-POLITICAL ACTION COMMITTEE
STACEY BURGESS, CHAIR**

**MEMBERS:
Teresa Swartz**

Purpose:

To advance the interests of the union and its members in the legislative field, to make sure every member is a registered voter, and to involve members in campaigns of local candidates who care about working people and their families.

How It Works:

The Political Action Committee (PAC) is a separate fund established by CWA Local 1141 to collect voluntary contributions for political purposes. The primary purpose of this fund is to make financial contributions to federal, state, and local candidates. Fifty percent of the money collected is used to fund state and local candidates' campaigns. The other fifty percent is used to fund federal campaigns. All CWA political contributions come from individual member's voluntary contributions, which is done through payroll deduction. Funds are given to those candidates who support issues relating to CWA members and their families.

The committee's activities include: getting out the vote on election day, collection of COPE dollars, providing resources to local candidates, informing and involving the membership in lobbying efforts.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**MEMBERSHIP COMMITTEE
CLARE MINER, CHAIR**

**MEMBERS
Not Required**

Purpose:

To accept or reject membership applications in accordance with the CWA constitution and local bylaws.

How It Works:

The Local Treasurer will receive dues authorization cards, review them for accuracy and completeness and submit them to NYSUT's Payroll Department.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**MOBILIZATION COMMITTEE
DIANE MILLER, CHAIR**

MEMBERS

Kenya Coleman, Mark Daley, Odell Price, Tim Pink,
Chrissy Phillips, Kathy Leisenfelder and James MacFawn

Purpose:

To create and execute mobilization plans for Local 1141 during unit contract negotiations.

How It Works:

This committee is responsible for developing and carrying out mobilization activities around important workplace issues. During contract negotiation years, the committee sets up phone banks in preparation for a possible strike, prepares strike and informational picket signs along with handing out buttons, cups, shirts, etc. to show CWA strength and solidarity during contract negotiations. The committee will work with the Executive Board regarding budgeting when informational items need to be created.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**NEWSLETTER COMMITTEE
KATHY ROBINSON, CHAIR**

MEMBERS:

Julie Addington, Teresa Swartz and Traci Szalkowski

Purpose:

To write, produce and distribute the local's membership newsletter.

How It Works:

The committee assists the local editor (committee chair) in gathering news, setting editorial policy and producing the publication. Committee members must continually work to keep themselves informed on current issues important to the membership.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

ORGANIZING COMMITTEE CHRISSY PHILLIPS, CHAIR

MEMBERS:

Purpose:

To coordinate the involvement of members in organizing efforts.

How It Works:

This committee is constitutionally mandated by CWA and should address both internal and new unit organizing. The committee will work with officers, stewards and members to identify and evaluate potential targets within the local's jurisdiction.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**PENSION TRUSTEE
KATHY HANS, CHAIR**

**MEMBERS
Not Required**

Purpose:

To represent the interests of NYSUT CWA members relative to the NYSUT Employees' Retirement Plan. Each NYSUT bargaining unit is represented by one trustee. NYSUT management is represented by three trustees.

How It Works:

The trustee will be knowledgeable about the pension plan, attend meetings as needed, relay information from the officers to the trustees and report back to the officers any issues or concerns arising from these trustees' meetings.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**PENSION TRUSTEE
GEORGE BROOKS, CHAIR**

**MEMBERS
Not Required**

Purpose:

To represent the interests of UUP/CWA members relative to the UUP Employees' Retirement Plan. UUP/CWA members as well as UUP management/confidential employees, are represented by one trustee.

How It Works:

The trustee will be knowledgeable about the pension plan, attend meetings as needed, and report back to the CWA members any issues or concerns arising from these trustees' meetings.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**SCHOLARSHIP COMMITTEE
CLARE MINER, CHAIR**

MEMBERS:

Jim MacFawn, Chrissy Phillips, Swinka Richards

Purpose:

To provide members with continuing benefits from their CWA dues. Local 1141 awards eight (8) \$500.00 scholarships each school year.

How it Works:

The committee is responsible for producing and mailing a scholarship application packet to all members in the spring of each year. The committee will review all applications for completeness and acceptance under the scholarship rules and submit accepted applications to the Local Treasurer for drawing of winners.

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS

**WEBSITE COMMITTEE
IAN HUGHES, CHAIR**

MEMBERS:

**Bonnie Balok, Maureen Karius, Emily Lyons, Kathy Robinson,
Traci Szalkowski, Teresa Swartz, Mike Ostrander**

Purpose:

To create, update and maintain the CWA 1141 website at www.cwa1141.org .

How It Works:

The Committee will work with the Executive Board and conduct regularly meetings to evaluate and determine if information needs to be added, removed or changed on the local website. It will also work with various committees (Newsletter, Organizing, and Community Services) in order to update the local of news and upcoming events

SERVES: NYSUT UUP NYSNA ALL MEMBERS

REQUIRED BY: CONTRACT CONSTITUTION BY-LAWS