



GETTING READY FOR Boston

On the following pages is information to help members prepare for the national convention to be held in Boston Aug. 5-9.

PROPOSED AMENDMENTS TO THE *NALC CONSTITUTION*

The following proposed amendments to the *NALC Constitution* will be considered by the 73rd Biennial Convention in Boston.

Strikethrough indicates proposed language to be deleted. Proposed new language is printed in **bold**. The *Constitution* is available on the NALC website at nalc.org/constitution.

NALC CONSTITUTION

Branches, State Associations, Membership

Amend Article 2, Section 1 (e) as follows:

(e). a Form 1189 (Dues Check-off Provision) must be signed by all retiring members within the NALC who wish to retain their membership in said organization, ~~effective October 1, 1982.~~ **An annuitant may also sign this Form and have their membership reinstated.**

Branch 11, Chicago, IL

Branches, State Associations, Membership

Amend Article 2, Section 2 as follows:

Sec. 2. All members of the National Association of Letter Carriers shall be affiliated with a Subordinate Branch and with the State Association, if one exists, in the State in which their branch shall have jurisdiction over members working under one or more Postmasters as determined by the branch charter.

A. In the event the Postal Service shall combine one or more offices into one with a single Postmaster, ~~the smaller branch or branches shall be merged with the largest branch into one branch, provided the provisions of Article 2, Section 3(e) are complied with. The number of any NALC members in the Branch will determine which is the largest. When the Postal Service shall separate one office into more than one office, the following shall apply. The smaller minority of these groups shall have the option, by majority vote, to continue their membership in the original subordinate branch, and also may form a subordinate branch or affiliate with a subordinate branch in the adjacent city, leaving the smaller offices Postmasters in place.~~ **The following shall apply: the smaller Branch or branch members of these groups at the new location shall have the option, by majority vote per Art 2 Sec 3 (e)., to be merged with the largest Branch into one Branch or all members at the new location shall form a new single branch. The number of NALC members in the Branch will determine the largest. Suppose members can reach no affirmative vote. In that case, the NALC executive council will decide on the direction of the branches in the new office.**

B. In the event the Postal Service shall combine one or more offices

into one with a single Postmaster and remove the other postmaster from their assignments, the following shall apply: the smaller Branch or branches members of these groups at the new location shall have the option, by majority vote, be merged with the largest Branch into one Branch or all members at the new location shall form a new single branch. The number of NALC members in the Branch will determine the largest. Suppose members can reach no affirmative vote. In that case, the NALC executive council will decide on the direction of the branches in the new office.

Merged Branch 155, Belleville, IL

Source and Distribution of Revenue

Amend Article 7, Section 2 (a) as follows:

Sec. 2 (a). There shall be a minimum dues structure which shall consist of the following: Each member shall pay monthly dues equal to two hours base pay for a NALC Grade 1, Step D letter carrier employed by the United States Postal Service. After November 24, 2018, each **career** member shall pay monthly dues equal to two hours base pay for a NALC Step D letter carrier in the consolidated career City Carrier grade level (Table One) implemented on that date. **Each City Carrier Assistant member shall pay monthly dues equal to one hour base pay for a NALC Step D letter carrier in**

the consolidated career City Carrier grade level (Table One) implemented on that date. One third of such dues shall be allocated to the national union and shall be designated the national per capita tax. The remaining two thirds of such dues shall be allocated to the member's branch and shall be designated minimum branch dues.

Branch 2525, Escondido, CA

Source and Distribution of Revenue

Add a new Article 7, Section 7 as follows:

Sec. 7. All Distributions from the voluntary political action fund currently known as the Letter Carrier Political Fund (LCPF) created under Article 1 Section 5 of the constitution shall be shared with the president of each state association once a month. Said reporting to include all distributions, not just of each individual state. Further there will be a full reporting booklet created for the National Convention of all disbursements of the political fund distributed to the members at the convention for the previous 2 years showing amount and recipient of said funds.

Branch 210, Rochester, NY

Northeastern New York Branch 358

Westchester New York Merged Branch 693

Branch 5229, New City, NY

Duties of Officers

President

Amend Article 9, Section 1 (e) as follows:

(e). The President shall have the authority and responsibility for carrying out the collective bargaining duties of the Union; they may designate such members of the bargaining committee as they choose; **that each member of the Executive Council (or their designee) shall be part of this bargaining committee and**

be present and/or briefed during any negotiations with the Employer; and take all steps they deem necessary and proper to enforce the rights of the Union and its members under all collective bargaining agreements, including the determination of referral of all matters to arbitration; and they shall appoint a Ballot Committee pursuant to Article 16 hereof.

Branch 11, Chicago, IL

Removal of Officers

Amend Article 10 as follows:

In case of neglect of duty or violation of this Constitution on the part of any officer of this Association or a State Association, the Executive Council shall have power to remove them from office, impose such other penalty as it may deem proper, or suspend such State Association after a fair hearing, subject to appeal to the National Convention. Any member may file with the Executive Council a charge that an officer of the National Association or a State Association has been guilty of neglect of duty or violation of this Constitution. Upon the filing of such charge, the President or **Executive Vice President** (or the ~~Secretary-Treasurer~~ **Executive Vice President** if the charge is against both the President and **Executive Vice President**) shall, as soon as practicable: (a) send, by registered mail, a copy of the charges to the officer or officers charged, and (b) appoint a member, who is not involved in the charge, to investigate the same and to make a report in writing within 30 days to the Executive Council on the results of their findings. A copy of such report shall be sent by mail to the charging member and to the officer against whom the charge was filed. The Executive Council shall determine whether a substantial charge is presented by the report and, if so, shall direct a hearing thereon

before a panel of three disinterested members, excluding the investigator. The panel shall make a report with recommendations to the Executive Council which shall be served on the accused officer and charging member, who may, within 15 days, file with the Executive Council objections or comments thereon. If the Executive Council finds the officer guilty, it shall be empowered to remove them from office, or impose such other penalty as it may deem proper. Any member aggrieved by such decision of the Executive Council shall have the right to appeal to the National Convention.

To perfect such appeal to the National Convention, the aggrieved member must, no later than sixty (60) days prior to the National Convention, file with the Chairperson of the Executive Council, by registered mail, notice of appeal, together with a full written statement of the reasons why the appeal should be granted; if the adverse decision of the Executive Council is not rendered until sixty-five (65) days or less prior to the National Convention, the notice to appeal and statement of reasons must be filed as soon after receipt of the decision as is reasonably possible.

The NALC Executive Council

CONSTITUTION FOR THE GOVERNMENT OF SUBORDINATE AND FEDERAL BRANCHES

Meetings

Amend Article 3, Section 1 as follows:

Section 1. The regular meetings of the Branch shall be held not less than once a month, at such time and place **(either physical and/or virtual)** as may be designated in the Branch by-laws. Each Branch, with prior approval of its membership, shall have the option of only meeting ten (10) times per year.

Southern Delaware Branch 906

Duties of Officers

President

Amend Article 6, Section 1 as follows:

Section 1. The President shall preside at all meetings of the Branch; preserve order; sign all warrants on the Treasurer ordered drawn by the Branch, and all other papers ordered by the Branch; have general supervisory powers over the Branch; see that officers perform their duties, enforce the Constitution, By-Laws, Rules and Regulations of the Branch; appoint all committees not otherwise provided for; give the deciding vote when a tie occurs; examine and announce the result of all balloting and other votes. They shall not make or second any motion or take part in any debate while in the Chair; they shall ascertain from the Financial Secretary before adjournment of the meeting the amount of money received since the previous meeting, and from the Treasurer if they have received the same. At the end of their term, they shall make a report showing the progress and condition of the Branch.

The President shall, together with the Treasurer, sign and file with the Secretary of Labor on behalf of the Branch, an annual financial report if required by public law. The filing of such report will be required unless the Branch has received express notification from the National Association that it is exempt from such requirements.

The President shall, by virtue of their office, be the chief steward for the Branch, and they may delegate such authority to other members. The President shall at all times have the authority to relieve any steward, whether appointed or elected, **to include representatives appointed by the National Union, if such appointment is made without the President's request or consent**, of any representational duties or functions, and to assign

such duties or functions to another member appointed by the President, whenever the President concludes that such action is necessary to ensure that the Branch meets its representational responsibilities or to ensure Branch compliance with NALC policy.

The President shall appoint one member or officer of the branch as a Letter Carrier Political Fund (LCPF) coordinator to educate the members of the branch so as to promote participation in the political fund established in Article 1, Section 5 of the NALC Constitution.

Lewis M. Tucker Merged Branch 1128, Fayetteville, NC

Sick Relief and Funeral Benefits

Amend Article 8 as follows:

Branches may, at their option, make provision in their by-laws for the payment of sick relief or funeral benefits, enact by-laws for the government of the same and **may** levy additional dues for such purposes, but no Branch shall make it mandatory upon members or applicants for membership to pay such additional dues or take up such benefits in order to retain membership or become members of said Branch.

Mile High Branch 47, Denver, CO

Sick Relief and Funeral Benefits

Amend Article 8 as follows:

Branches may, at their option, make provision in their by-laws for the payment of sick relief or funeral benefits, enact by-laws for the government of the same and levy additional dues for such purposes, but no Branch shall make it mandatory upon members or applicants for membership to pay such additional dues or take up such benefits in order to retain membership or become members of said Branch.

Subordinate branches must be allowed, if they so wish, to include a

provision in their bylaws for providing suitable memorial gifts upon the death of a member or their immediate family.

Central Iowa Merged Branch 352

Charges

Amend Article 10, Section 1 as follows:

Section 1. Any member of the Branch who shall violate the Constitution or By-Laws of the Association or Branch may have charges preferred against them, **after approval of two thirds (2/3) of the members present at the next regular Branch meeting**, and if such charges are proved shall be fined, reprimanded, suspended or expelled as the laws may direct or the Branch determine. Any officer of the Branch who shall fail or neglect to discharge the duties of their office, or who may be guilty of gross misconduct, may be removed from office. These determinations shall be made by the members present and voting at the next regular Branch meeting after which said charges were read to the Branch. The vote regarding any of the above matters may be continued once, by motion, to the following regular Branch meeting.

Western Wayne County Branch 2184, Taylor, MI

CONSTITUTION FOR THE GOVERNMENT OF STATE ASSOCIATIONS

Representation and Vote

Amend Article 5, Section 2 as follows:

Sec. 2. The basis of representation and basis and method of vote, including voting for officers and Delegates-at-Large and alternate Delegates-at-Large, shall be such as may be determined by this Association in Convention assembled, **provided that any such determined method of representation guarantees all members are represented equally.**

Branch 82, Portland, OR

TAKE A TOUR OF BOSTON



The following tours will be available during the NALC convention. Information on signing up in advance will be available on nalc.org soon.

Boston Duck Tours

Activity level: Easy
Length: 90 minutes
Group size: 20-35
Highlights: See the city by land and water without changing seats.

Hop aboard Boston Duck Tours and enjoy a fully narrated and guided historic tour of Boston in a “DUCK,” a World War II-style amphibious landing vehicle that travels on land and water. You’ll be greeted by a legendary conDUCKtor, who’ll be narrating your tour. You’ll cruise by all the places that make Boston the birthplace of freedom and a city of firsts, from the golden domed state house to the Boston Common, the historic North End to fashionable Newbury Street, Quincy Market to the Prudential Tower, and more. Just when you think you’ve seen it all, it’s time for a big splash as your conDUCKtor drives the DUCK right into the Charles River for a breathtaking view of the Boston and Cambridge skylines. Come and experience the best intro-DUCKtion to Boston!

Boston Duck Tours depart in front of the Museum of Science next to the life-size T. rex. The Museum of Science has something for everyone, from interactive exhibits to indoor lightning to live animals and more. Travel through the human body, become an Arctic explorer, put your engineering skills to the test, and take in an IMAX film or planetarium show while you’re here!

Boarding location and directions: The Boston Duck Tour’s Museum of Science ticket booth and boarding area are located in front of the Museum of Science at 1 Science Park, Boston.

Museum location: The Museum of Science is located near Boston’s West



End, the Bulfinch Triangle and Charlestown neighborhoods and it borders the city of Cambridge on the Charles River.

Timing: Aug. 6, 7 or 8, 11 a.m. or 2 p.m.

Pricing: \$130 per person

Spill the Tea

Activity level: Easy
Length: 2 hours
Group Size: 55-165
Highlights: Watch a revolution!

Transport yourself to Dec. 16, 1773, at Boston Harbor, a night etched in American history. Relive the pivotal Boston Tea Party, where enraged colonists, fueled by unfair taxation

laws, defiantly tossed more than 300 crates of tea into the harbor at Griffin’s Wharf. Join costumed historical interpreters, throw tea into the harbor from an 18th-century ship, and hear the dramatic events leading up to the American Revolution. Explore the significance of the Robinson Tea Chest—the only surviving tea chest from that night. Immerse yourself in this unforgettable experience, where history comes alive. The experience includes:

- Be a part of the famous event that forever changed the course of American history!





- A fully guided experience by costumed interpreters telling the story of that fateful night in 1773.
- A tour of an 18th-century replica (restored) vessel.
- Dump the tea into the sea!
- View the Robinson Tea Chest: The only known surviving tea chest from the Boston Tea Party.
- Explore the open-air deck and full-scale replica 18th-century sailing vessels.

Reservation notes: Due to capacity restrictions, all guests must check in on-site between 15 minutes to five minutes prior to your tour time. Anyone not checked in within five minutes of their tour time may be considered a no-show and their seats may be re-allocated. Late guests will try to be fit on the next available tour.

Timing: Aug. 6, 7 or 8, 10 a.m. or 2 p.m.
Pricing: \$45

Freedom Trail

Activity level: Moderate
Length: 1.5 hours
Group size: Minimum 40
Highlights: Walk the trail while seeing where it all happened.

Boston's official Freedom Trail tours! The Freedom Trail Foundation's most popular introductory tours highlight the diverse history that took place at 11 of the 16 official Freedom Trail historic sites, featuring Boston Common, Massachusetts State House, Park Street Church, Granary Burying Ground, King's Chapel and King's Chapel Burying Ground, Boston Latin School site/Benjamin Franklin statue, Old Corner Bookstore, Old South Meeting House, Old State House, Boston Massacre site and Faneuil Hall. Experience stories of the American Revolution, as well as the history of traditionally underrepresented peoples spanning from the 16th to 21st centuries.

The experience includes:

- Private tour
- Tour guides in time period-appropriate wardrobes
- One mile walking distance
- Level walking, some pavement and cobble stone on the trail
- Boston Common meeting space

Timing: Aug. 6, 7 or 8, 11 a.m. or 2 p.m.
Pricing: \$90 per person

Revere Riding

Activity level: Easy
Length: 2 hours
Group Size: Minimum 30, maximum 45
Highlights: A fun way to explore Boston!

Join in on a fully narrated tour that includes Boston's historic waterfront, the New England Aquarium, including the North End and the ride made famous by Paul Revere. See *The U.S.S. Constitution* and learn about the Battle of Bunker Hill. Pass by the Boston Tea Party Ships & Museum, Quincy Market, Faneuil Hall, Government Center, the Old State House and the New State House. We also take you through Beacon Hill, Copley Square, the Back Bay and Trinity Church. You will see the heart of the city—from the Boston Common and the beautiful Public Garden. The experience features:

- Tour Boston in an open-air trolley
- Riding around Boston for over 40 years
- All tours are 100 percent live in real time. No pre-recorded narration.
- The finest, most highly trained and knowledgeable guides

Pricing: \$80 per person
Timing: Aug. 6, 7 or 8, 10 a.m. or 1 p.m.
 A minimum of 30 registrations needed to proceed with tour. A maximum group size of 45 per tour. **PR**



CONVENTION WORKSHOP SCHEDULE

NALC officers and staff, along with outside experts, will present more than 40 workshops over the convention week. The grid on page 30 offers attendees an easy way to see which classes are available when. Full descriptions of the workshops follow on the next several pages.

Classes are offered on Monday through Thursday before the convention is called to order each day and after the day's business is done. Seating is on a first-come, first-served basis, and the rooms have been known to get crowded. Convention delegates are encouraged to arrive early.

Monday, morning

City Delivery

Director of City Delivery Christopher Jackson and his staff will provide updates and information on numerous city delivery topics, including Informed Facility-TV monitors, wire cages, W2USPS/Orientation, MDD scanners, USPS pilot testing, Geotab Telematics technology in postal vehicles, COTS vehicles, electronic key and Arrow Key accountability.

Emergency Response Team (ERT)/ Employee Assistance Program (EAP)

Director of Safety and Health Manuel L. Peralta will address Employee Assistance Program services and suicide. The NALC Headquarters Emergency Response Team leadership will provide an overview of this new program, which began in March 2024.

Contract Administration Unit (CAU)

Executive Vice President Paul Barner and Vice President James Henry will lead this class. CAU will report on relevant national-level settlements and arbitration awards since the last convention. A review of issues currently being discussed at the Interpretive Step as well as an update on the Dispute Resolution Process. Much of the class will focus on trainings offered and how to access and use the various resources NALC has created to assist grievance handlers. A Q&A period will follow, giving delegates the opportunity

to seek clarification on issues and to provide comments and feedback to the CAU.

Branch Trustee Training

Under the *NALC Constitution*, branch trustees are required to examine and report the condition of the branch finances at least once every six months, but trustees may lack a clear understanding of all the intricacies their duties entail. NALC Board of Trustees Chair Larry Brown and Trustees Sandy Laemmel and Charlie Heege will kick off this workshop conducted by Dave Dorsey, partner at accounting firm WithumSmith+Brown, that provides trustees with information and a variety of tools they need to keep their branches on the right track. Among the topics covered will be getting ready for an audit; receipts and disbursements; Labor Management Reporting and Disclosure Act requirements; and overall union finances. There will be an opportunity to have individual questions and concerns answered after the workshop.

Mutual Benefit Association (MBA)

Director of Life Insurance Jim Yates and the staff of the Mutual Benefit Association (MBA) will present a workshop discussing the various insurance and retirement products offered by the MBA. This workshop will cover MBA's Individual Disability Income, Hospital Plus, Retirement Savings Plan, and several Whole and Term Life options. NALC's Group Accidental Death benefit will also be covered along with options available for branches to purchase additional Group Accidental Death or Term Life insurance for their active members.

Finding Your Union Voice

Learn helpful tips to assist you in effectively communicating with your members. This workshop discusses the importance of proper tone, provides tips on finding your union writing voice, and walks through writing processes to help you write clear and meaningful content for the membership in your branch.

Monday afternoon

Following a Grievance from Start to Finish: Part 1

This four-day class will cover all aspects

of the grievance procedure from the investigation of an incident to the arbitration of a grievance. The classes will be offered Monday through Thursday and are open to all stewards, new or experienced, as well as anyone interested in learning more about the grievance procedure and what a steward does. As the class progresses through the week, stewards will learn about the various aspects of handling grievances from investigating, preparing and presenting grievances at Informal Step A, Formal Step A and Step B of the grievance procedure, as well as what happens when a case goes to arbitration. Although not required, it is recommended that delegates attending this series of workshops be present each day to experience the entire process.

To make the theoretical practical, the class will follow a specific case as it proceeds through the grievance procedure to arbitration. The regional grievance assistants, along with other experienced NALC representatives, will present a series of scenes depicting the various stages of the grievance.

Monday's class will focus on the basics of the grievance procedure and steward rights. As these are discussed, students will observe the incident that gave rise to this grievance and steps the steward takes to investigate, process and present this grievance.

Managing Branch Finances: A Study in Basic Operations

This workshop taught by Dave Dorsey, partner at accounting firm WithumSmith+Brown, will focus on the proper division of responsibility within a branch for financial matters and will discuss the authorizations and protocols that should be used by branch officers as they discharge their responsibilities under the *NALC Constitution* and the Labor Management Reporting and Disclosure Act of 1959. Topics covered will include the authorization to spend branch funds; the proper process for the receipt and disbursement of branch money; the role and responsibility of each branch officer; reporting to the membership and regulatory agencies; establishing checks and balances; avoiding conflicts of interest; and understanding the role of the branch

trustees. There will be an opportunity to have individual questions and concerns answered after the workshop.

Next Generation Delivery Vehicle (NGDV)

This session will cover the history of NALC's involvement in the development of the Next Generation Delivery Vehicle (NGDV) since Oshkosh Defense was selected to design and build the vehicle. An explanation of the various tests the NGDV was subjected to prior to production will also be explained during the session. During this workshop, delegates will hear from the NALC members who reviewed the initial design of the NGDV and gave their feedback based on their experiences as letter carriers. Delegates will also hear about the changes made to the initial design of the NGDV based on this feedback. In conjunction with this workshop, a prototype NGDV will be on display during the length of the convention, allowing members the opportunity to see the final configuration of the vehicle.

NALC Bargaining History and Strategies

Former NALC Chief of Staff Jim Sauber will present a workshop developed for the NALC Leadership Academy on the history of collective bargaining with the Postal Service since the Postal Reorganization Act of 1970. The workshop covers 15 rounds of contract negotiations between 1971 and 2020, focusing on how the terms and conditions of NALC's National Agreement developed over time and how NALC adapted its strategies to changing conditions as it negotiated and arbitrated contracts with the U.S. Postal Service.

Introduction to Diversity, Equity and Inclusion

A diverse and inclusive NALC strengthens our efforts to represent our members and builds solidarity. Sensitivity to multicultural interests in all aspects of our work will help increase participation by all letter carriers. Attendees will gain new perspectives and practical tools to building diversity, equity and inclusion (DEI) into our union at all levels.

Legislative and Political Update

NALC continues to engage and educate legislators and the administration on issues important to letter carriers. Learn about our legislative agenda in the remainder of the 118th Congress and beyond and get an update on the political landscape and upcoming elections.

Tuesday morning

NALC Health Benefit Plan and Postal Service Health Benefits

Join NALC Health Benefit Plan Director Stephanie Stewart, Plan staff and special guests from Health Equity as we provide updates regarding the Postal Service Health Benefits (PSHB) program. This workshop will focus on behind the scenes preparations your health plan has engaged in with the Office of Personnel Management to ensure a seamless transition for the PSHB. Workshop presenters will also highlight benefits that can be used by branch leaders to promote the NALC Health Benefit Plan during this historic event. Following the presentation, a question-and-answer session will be offered to all attendees.

Estate and Trust Planning

Director of Life Insurance Jim Yates will host a workshop with a concentration on estates and trusts. This educational workshop will provide details on estate and trust planning, including the necessary documentation you will need. The purpose is to give a better understanding of these legal options and aid letter carriers and their families in planning for their future. A better understanding of estates and trusts can shift a family's decision-making from a time when emotions are high to the present, when more rational decisions can be made.

New Employee Experience Retention and Mentoring Program

In March 2021, a subcommittee of the joint NALC-USPS City Delivery and Workplace Improvement Task Force began creating and implementing two pilot programs designed to improve the onboarding experience, provide a mentoring program, and increase retention rates for new letter

carriers. Since then, NALC and the Postal Service have launched the two joint pilot programs in almost 900 offices throughout the country. The New Employee Experience and Retention Program modifies how new letter carriers are utilized, mainly in the beginning stages of their USPS careers, and provides them with the necessary resources and equipment to transition into their new job. The New Employee Mentoring Program provides newly hired city letter carriers the opportunity to have mentoring relationships with experienced city carriers. This workshop, presented by the subcommittee members from NALC Headquarters, will provide participants with a detailed explanation of how each program works, where the pilots are currently deployed, potential expansion plans for the future, and the positive results of the two programs so far.

Safety and Health— A Briefing on our Issues

Director of Safety and Health Manuel L. Peralta will provide a briefing on NALC's activity on relevant issues affecting our craft.

Effective Branch Communications

Branch communications, both digital and print, can be a formidable force for informing and activating NALC members. This workshop will provide tips for producing first-class, direct-to-the-member communications. Ways of improving branch websites or Facebook groups, sharpening the focus and effectiveness of newsletters, and improving branch-wide communications strategies will be discussed. NALC's Branch Publications Competition winners will be announced at this workshop.

NALC Community Services and Member Support

NALC has a long tradition of giving back to the communities we serve through charitable initiatives. The dedication of our members to those communities extends far beyond simply delivering the mail. This workshop will include a presentation from the NALC's primary charity—the Muscular Dystrophy Association (MDA). NALC has partnered with MDA since 1952 in its fight to find cures

for neuromuscular diseases. The focus will be on providing insight into ways to increase fundraising for that worthy charity. The workshop will also include presentations on the NALC Disaster Relief Foundation, created in 2018 to provide relief to members of NALC who have been negatively affected by natural disasters, as well as programs through the AFL-CIO-founded Union Plus partnership that offer benefits to NALC members.

Tuesday afternoon

Following a Grievance from Start to Finish: Part 2

On Tuesday, the class will cover how to thoroughly investigate a grievance and how to prepare and present a grievance at Informal Step A.

Mail Counts and Route Inspections Under Chapter 2 of the M-39

This workshop provides delegates an overview of Chapter 2, *Handbook M-39*, Management of Delivery Services, process of inspecting and adjusting city letter carrier routes. It will cover the basics for both office and street duties performed by letter carriers and provide a basic knowledge of the forms used in the inspection and adjustment process. The workshop will explain management's responsibilities and examiner's duties when Chapter 2 mail counts and inspections are performed. Grievance handlers will hear about what violations to be on the lookout for before, during and after the mail count and adjustment.

Next Generation Delivery Vehicle (NGDV) (repeat)

Encounters with OWCP: Claim Basics

When letter carriers sustain on-the-job injuries, both navigating the procedures of the Office of Workers' Compensation Programs (OWCP) and dealing with USPS management and its occupational health specialists can be a daunting process. In this workshop, the NALC regional workers' compensation assistants will examine various scenarios commonly encountered by injured letter carriers—from

filing claims and getting them accepted, to receiving COP, wage-loss compensation and schedule awards—and discuss strategies to ease their OWCP journey.

Fraud Prevention and Detection

The Labor Management Reporting and Disclosure Act of 1959 requires officers to design and establish financial controls to protect branch assets from theft and misappropriation. This workshop will explore the motivations for stealing, what to look for, and best practices for protecting your member's money. Dave Dorsey, partner at accounting firm WithumSmith+Brown, will also discuss how branches become victims of fraud and steps officers can take to both detect fraud if it is occurring and also to prevent fraud in the first place.

The Changing Mail Industry and USPS Delivering For America Plan

The Postal Service is undertaking a major transformation of its network with the implementation of its new RPCD and S&DC system, a major element of the agency's 10-year strategic plan, the Delivering for America plan. This workshop, held by Director of Research Holly Feldman-Wiencek and former Chief of Staff Jim Sauber, will explore the theory behind the plan: the Postal Service's attempt to reverse years of deferred investment and to respond to a changing economy, consumer expectations, and mail volumes to bring parcel volume into the USPS network. The workshop will also look at the successes—and failures—of the plan's progress three years in.

Wednesday morning

City Delivery (repeat)

What You Need to Know About Sorting and Delivery Centers

This workshop will provide an overview of USPS's implementation of Sorting and Delivery Centers (S&DCs) and what NALC members need to know if they are involved in an S&DC. During the workshop, we will explain the various methods of movement and related contractual provisions for city carrier assignments into an

S&DC and what happens with local memorandums of understanding (LMOUs) and representation when multiple NALC branches are involved. Additionally, the workshop will describe USPS facility renovations, potential safety concerns, route adjustments, and other topics related to the implementation of S&DCs.

Risk Management and Innovations

This workshop, taught by Executive Vice President Paul Barner and Secretary-Treasurer Nicole Rhine, will offer an analysis of risk management considerations and provide an overview of technological innovations incorporated in the Members Only portal on the NALC website. The risk management segment will include information to assist in identifying, analyzing and mitigating possible liability exposures that branches may incur beyond what required bonding insurance covers. The technology innovations segment will review all automated membership resources available to certain branch officers through the Members Only portal, including an overview of the new billing dashboard.

FMLA 2024: Insights and Guidance for Letter Carriers and Local Leaders

In this workshop, Regional Workers' Compensation Assistant Coby Jones will provide an overview of the Family and Medical Leave Act (FMLA), its history, and recent developments. He will also cover the nuts and bolts of how FMLA works and provide guidance for local leaders to assist their members with FMLA issues.

Amazon Delivery—Domestic and International Labor Practices

Amazon is the world's largest e-commerce company and the second largest U.S. employer. It is both the Postal Service's largest customer and one of its stiffest competitors in the delivery business, having developed its own logistics network and delivery workforce in the last 10 years. This workshop, held by Director of Research Holly Feldman-Wiencek, will detail Amazon's expansion into the delivery industry, how this expansion threatens the financial stability of USPS and the quality of letter carrier jobs, and what the labor movement is doing about it. The workshop will also

feature an international perspective from Marcio Monzane, regional secretary of UNI Americas, part of UNI Global Union, NALC's international federation, about how unions worldwide must work together on strategies to overcome Amazon and other multinational delivery company's anti-union and anti-competitive practices with the long-term goal of helping those workers unionize and secure collective-bargaining rights, raising the wages and working conditions for all workers in those industries.

Women's Mentorship Roundtable Discussion

Women make up 40 percent of NALC membership, a number that will continue to rise. Join NALC leaders for a roundtable to discuss how we can support women to strengthen NALC.

Wednesday afternoon

Following a Grievance from Start to Finish: Part 3

Wednesday's class will include how to prepare and present a case at Formal Step A as well as make the appeal to Step B. As these topics are covered, the case will move through the Formal Step A and Step B meetings and ultimately be appealed by the national business agent to arbitration.

Mail Counts and Route Inspections Under Chapter 2 of the M-39 (repeat)

OWCP: Making OWCP User/Claimant Friendly

Since the last convention, OWCP has not only implemented many changes that streamline the adjudication process, but it has also created new programs that have gone a long way toward fixing many of the issues involved in claim maintenance in accepted cases. The new Escalations Program, for example, has created an expedited process to resolve issues involving wage-loss compensation, authorization for medical procedures and medications, medical billing problems, claim expansion to include new diagnoses, issues involving federal health and life insurance, and dealing

with overpayments. Antonio Rios, the director of OWCP's federal workers' compensation program, and his staff who spearheaded these changes, will teach this workshop outlining the many recent changes and describing in detail how the new programs and procedures work.

Understanding the LM-3

This workshop will help participants understand and complete the Form LM-3. Dave Dorsey, partner at accounting firm WithumSmith+Brown, will review the form with participants to determine what information the Department of Labor is really asking for and what details must be included with those answers. Among the areas to be covered are the proper way to complete Item 24, listing all officers and disbursements to officers, and where to report the different kinds of receipts and disbursements. A completed LM-3 for a hypothetical branch will be covered to help branch leaders in preparing and reviewing their own branch LM-3 filing. There will be an opportunity to have individual questions and concerns answered after the workshop.

Strategic Planning for New Branch Leaders

Are you a new branch leader? Does "winging it" or "flying by the seat of my pants" feel like it happens too much for your liking with branch projects and responsibilities? Are you looking for best practices and tips to make your branch more successful, better organized, and more effective? If you answered "yes" to any of these questions, then Strategic Planning for New Union Leaders is the class for you. Gaining knowledge on what to plan for and the resources available can make your life as a union leader less stressful and your branch more dynamic. This class will help you understand that advanced planning for your branch's future is the key to success. Get guidance from fellow leaders with experience in developing a "we"—not "me"—attitude. This workshop will prepare you to navigate the ins and outs of your local branch leadership, educate you on available resources, and help you create a plan that will benefit you and your membership no matter the size of your branch.

'The Revolt of the Good Guys'

This workshop features a screening of the NALC's award-winning documentary on the Great Postal Strike of 1970, first shown at the 2022 Chicago convention to celebrate the strike's 50th anniversary. The film's producers, Jim Sauber and Ann Sutherland, will show the video and host a brief discussion of the strike's enormous legacy for America's city letter carriers, past and present.

Thursday morning

Dignity and Respect in the Workplace

In this workshop, we will review the *Shop Steward's Guide to Preserving the Right of Letter Carriers to be treated with Dignity and Respect*.

Retirement Plus— Know Your Benefits

A healthy retirement involves multiple benefits all with complex rules and multiple considerations. Navigating the Federal Employees Retirement System (FERS), the Federal Employees Health Benefits (FEHB)/Postal Service Health Benefits (PSHB), Federal Employees Group Life Insurance (FEGLI), and the Thrift Savings Plan (TSP) takes knowledge and patience. The Retirement Plus—Know Your Benefits class, presented by Director of Retired Members Dan Toth, will show you the road map to these benefits and help you make informed decisions whether you are a new hire or ready to hand in your retirement application and hit the door.

Contract Administration Unit (CAU) (repeat)

The Letter Carrier Political Fund— Successful Branch Practices

This class will take a look at the importance of the Letter Carrier Political Fund on a national basis, and at the local level. It includes a discussion with successful branch leaders on what has worked well and what hasn't worked when they talk about LCPF to give attendees ideas what may work to improve their LCPF numbers in their branches and state as-

sociations. The legislative and political organizers will add to the discussion with the larger picture of what they see that has worked well at events and what hasn't.

Research and Resources for Stewards

Throughout the years, NALC Headquarters has created many resources to assist contract enforcers with their duties representing our members on the workroom floor. This workshop will focus on the numerous manuals, guides, publications and systems designed to help assist stewards in their day-to-day role of defending the National Agreement. The class will cover the various resources available, how to access those resources, how to utilize them to learn about specific issues, and how to research ideas to defend a letter carrier's rights on a certain topic.

NALC Constitution and Bylaws/ Records Management

This workshop will be taught by Secretary-Treasurer Nicole Rhine and Assistant Secretary-Treasurer Mack Julion. The constitution and bylaws segment will provide a general overview of the *NALC Constitution*, discussion on the process for amending bylaws from the origination of a proposed change to the review by the Committee of Laws, including how to upload proposed amendments through the Members Only portal, and will also cover common problems the Committee of Laws finds when reviewing submissions. The records management segment will provide an overview of how long certain records must be maintained and will also cover what the Department of Labor expects when considering converting from paper to electronic record keeping.

Thursday afternoon

Following a Grievance from Start to Finish: Part 4

On Thursday, the class will be devoted solely to the presentation of a live mock arbitration of the case. Students will observe the union and management advocates present opening statements to the arbitra-

tor, direct and cross-examine witnesses, and offer closing arguments as they use the evidence and arguments that were developed in the case. At the conclusion of the hearing, the arbitrator will render a decision on the case. The arbitrator will explain how the evidence was developed during the processing of the case and how testimony presented at the hearing affected the result.

What You Need to Know About Sorting and Delivery Centers (repeat)

Training Opportunities for NALC Representatives

This workshop will cover the upcoming changes members will see regarding training opportunities for NALC Representatives. One part of the session will cover the steps being taken to create an online learning platform to allow NALC to deliver training to members. The workshop will explain the process being used to convert the current in-person training offered by NALC at the national level to e-learning classes members can access on their time. The delegates will learn how NALC members will be able to access the online classes once they become available. The second part of the workshop will cover the ongoing project to create a standardized Shop Steward Training program. This program, which will be available in both in-person and online formats, is a comprehensive course designed to give new and experienced NALC representatives a complete understanding of the grievance-arbitration procedure and the National Agreement. During the session, delegates will get a preview of one learning module which has already been developed pertaining to the Informal Step A.

Building Retirement Security with the Thrift Savings Plan (TSP)

A representative from the Federal Retirement Thrift Investment Board (FRTIB), the agency that manages the Thrift Savings Plan (TSP), will offer a workshop on the latest developments with the retirement savings program for federal and postal employees. In addition to

reviewing the TSP's tools available for planning and saving for retirement, the workshop will provide an update on TSP operations, describe the TSP's mutual fund window, and answer questions of TSP participants.

Communicating Our Message

This workshop will focus on how to deliver our message via the news media so that we can inform the public and politicians/policymakers about postal issues and the best policies moving forward. Getting the facts out and dispelling the myths is key to our future. NALC Director of Communications and Media Relations Philip Dine will cover various aspects of communications, including speaking to reporters for news stories and making our own voices heard through letters to the editor or commentary pieces. The topics will range from broad media strategy to practical tips on dealing with journalists.

The Effective Use of Social Media

Understanding how to effectively utilize this technology to engage NALC members is an increasingly essential tool for building and strengthening our union. Additionally, it offers a way of spreading the word to the wider public about issues that affect letter carriers. As an online-based form of communication, social media provides opportunities to reach, educate and mobilize online audiences rapidly through a variety of audio and visual formats not available through traditional print communications. This workshop will provide an overview of the knowledge and skills needed to use social media to its fullest potential in a way that provides clear, accurate information and raises awareness about important issues relevant to NALC members. Among the topics covered will be NALC's social media program, the benefits of social media, characteristics of strong social media posts, "Dos and Don'ts" of social media, and more. Whether you are an experienced social media user or someone who is just getting online, this workshop will help you better understand and use this exciting and ever-evolving method of communication.

| MONDAY (8/5) | TUESDAY (8/6) | WEDNESDAY (8/7) | THURSDAY (8/8) |
|--|--|--|---|
| MORNING | MORNING | MORNING | MORNING |
| City Delivery <i>This class repeats on Wednesday.</i> Emergency Response Team (ERT)/Employee Assistance Program (EAP) Contract Administration Unit (CAU) <i>This class repeats on Thursday.</i> Branch Trustee Training Mutual Benefit Association (MBA) Finding Your Union Voice | NALC Health Benefit Plan and Postal Service Health Benefits Estate and Trust Planning New Employee Experience Retention and Mentoring Program Safety and Health—A Briefing on our Issues Effective Branch Communications NALC Community Services and Member Support | City Delivery <i>Same as Monday.</i> What You Need to Know About Sorting and Delivery Centers <i>This class repeats on Thursday.</i> Risk Management and Innovations FMLA 2024: Insights and Guidance for Letter Carriers and Local Leaders Amazon Delivery—Domestic & International Labor Practices Women’s Mentorship Roundtable Discussion | Dignity and Respect in the Workplace Retirement Plus—Know Your Benefits Contract Administration Unit (CAU) <i>Same as Monday.</i> The Letter Carrier Political Fund—Successful Branch Practices Research and Resources for Stewards NALC Constitution and Bylaws/Records Management |
| AFTERNOON | AFTERNOON | AFTERNOON | AFTERNOON |
| Following a Grievance from Start to Finish: Part 1 Managing Branch Finances: A Study in Basic Operations Next Generation Delivery Vehicle (NGDV) <i>This class repeats on Tuesday.</i> NALC Bargaining History and Strategies Introduction to Diversity, Equity and Inclusion Legislative and Political Update | Following a Grievance from Start to Finish: Part 2 Mail Counts and Route Inspections Under Chapter 2 of the M-39 <i>This class repeats on Wednesday.</i> Next Generation Delivery Vehicle (NGDV) <i>Same as Monday.</i> Encounters with OWCP: Claim Basics Fraud Prevention and Detection The Changing Mail Industry and USPS Delivering For America Plan | Following a Grievance from Start to Finish: Part 3 Mail Counts and Route Inspections Under Chapter 2 of the M-39 <i>Same as Tuesday.</i> OWCP: Making OWCP User/Claimant Friendly Understanding the LM-3 Strategic Planning for New Branch Leaders ‘The Revolt of the Good Guys’ | Following a Grievance from Start to Finish: Part 4 What You Need to Know About Sorting and Delivery Centers <i>Same as Wednesday.</i> Training Opportunities for NALC Representatives Building Retirement Security with the Thrift Savings Plan (TSP) Communicating Our Message The Effective Use of Social Media |

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