

April 15, 2016

TO: USW District 4 Presidents, Vice Presidents, Financial Secretaries, Recording

 Secretaries, Treasurers and Unit Chairs

FROM: John E. Shinn, Director District 4

RE: **DISTRICT 4 EDUCATION CONFERENCE**

 **August 23 – 26, 2016**

 **CAESARS ATLANTIC CITY**

 **2100 Pacific Avenue**

 **Atlantic City, NJ 08401**

 **Reservations: 1-800-516-2215**

The District 4 Education Conference will again be held at Caesars in Atlantic City. The dates are from Tuesday, August 23rd through Friday, August 26th, 2016. *Delegate registration will be held on Monday, August 22nd from 6:00 p.m. to 8:00 p.m.* and Tuesday, August 23rd from 8:00 a.m. to 9:00 a.m. There will be a general session beginning at 9:00 a.m. on Tuesday, August 23rd and Workshops will be held on Wednesday and Thursday. There will be a conference conclusion dinner with entertainment held on Thursday evening, so please make your travel arrangements to accommodate this.

We will be offering a number of classes that will provide all-day instruction to enhance your ability to perform your union-related responsibilities. Please note that there are three classes offered which will be held for the 2 full days of the conference so you will only need to choose one class.

Caesars is offering a rate of $124.00 per night single/double occupancy. Room rates are subject to applicable tax at time of occupancy. There will be a **registration fee of $200 per delegate and $100 per guest**. This fee will help defray expenses for the conference, including a dinner. Attached you will find an RSVP form for registering the names of delegates and guests. This year we are offering online registration if you would like, by logging onto [www.district4conference.org](http://www.district4conference.org). Hotel information will also be available at this link. **You must state you are with the *United Steelworkers, District 4 – Group Code: SC08SW6* to receive the special group rate.** You will still need to send your check into the district office to complete registration. We will update the [www.usw.org](http://www.usw.org) district 4 website with any new details that arise.

Please complete and return the form to the District office no later than July 25, 2016, along with your check made payable to **“District 4 Conference Fund”**. *If you register online, please fill out your local union number and amounts due and return the form with your check.* This invitation is being extended to the officers of the local; however, the President may designate an alternate if one of the officers is unable to attend.

All expenses, including transportation and lost time are to be assumed by your Local Union.

**United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union**

**305 Cayuga Road, Suite 175 • Cheektowaga, NY 14225 • Phone (716) 565-1720 • Fax (716) 565-1727**

**Description of Classes**

**Collective Bargaining Strategies**

* Offensive bargaining – Negotiating aggressively in contract campaigns



**Effective Health & Safety Committees**

* Identification of workplace hazards – hazard mapping, chemical exposure and occupational disease
* Effective union safety committees and avoiding blame the worker programs



**Labor Law for Local Unions**

* The Law of Collective Bargaining – USW Attorney, Katy Shaw
* Mid-term Bargaining – Attorney, Joseph Giroux



**Constitution and By-laws/Officers Training**

* Understanding USW Constitution
* Establishing/changing local union by-laws
* Responsibilities of officers and committee representatives
* Effective union meetings



**Arbitration**

* An Arbitrator’s Perspective – Arbitrator, Doug Bantle
* A USW Perspective – Attorney, Robert Clark



**Combating Attacks on the Labor Movement**

* Learn about fights the labor movement in facing and how to build a strategy to proactively head-off future attacks before they happen.
* Recommended for Local Union Leadership, Rapid Response committee members, Women of Steel members and Next Gen members.



**Financial Officer Training – 2 FULL DAYS**

* Responsibilities of financial officers
* Duties of Trustees
* Record Keeping – Tax filing and proper utilization of Steel Web



**Advanced Arbitration – 2 FULL DAYS**

* Case studies in contract interpretation and discharge cases



**Health, Safety & Environment, Incident Investigation – 2 FULL DAYS**

* A process in investigation techniques that can be used to investigate ANY incident. Focus on “logic tree” investigation skills that can be used in arbitration investigation, and safety and health investigations
* This class should be considered by H&S committee members, local union officers and grievance investigators



**PLEASE PRINT CLEARLY**

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| **DELEGATE NAME/OFFICE HELD** | **CLASS # 1** | **CLASS #2** |
| **Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Guest:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |  |
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| **CHOOSE 2 CLASSES FROM THE FOLLOWING LIST:*** **Collective Bargaining Strategies**

**OR*** **Effective Health & Safety Committees**
* **Labor Law for Local Unions**
* **Constitution & By-Laws/Officer Training**
* **Arbitration**
* **Combating Attacks on the Labor Movement – NEW!**
 |  **CHOOSE 1 CLASS FROM THE FOLLOWING LIST:*** **Financial Officer Training – 2 FULL DAYS**
* **Advanced Arbitration – 2 FULL DAYS**
* **Health, Safety & Environment, Incident Investigation – 2 FULL DAYS**
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| **Total Amount Due for Delegates:** | **$\_\_\_\_\_\_\_\_\_\_\_** |
| **Total Amount Due for Guests:** | **$\_\_\_\_\_\_\_\_\_\_\_** |
| **Amount Enclosed:** | **$\_\_\_\_\_\_\_\_\_\_\_** |

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| **Fee Per Delegate:** **$200.00****Fee Per Guest:** **$100.00** | **Mail to:****United Steelworkers****305 Cayuga Road, Suite 175*****Turn page over for description of classes*** **Cheektowaga, NY 14225****ATTN: VALERIE THOMAS** |
| **Make Check Payable to: District 4 Conference Fund** |

Please check this box if you have registered on line. Fill out LU # and amounts due and include this form with your check.