How the LEC Works

A local council is any group of 100 flight attendants or more assigned to a domicile. Small domiciles of fewer than 100 may be grouped together to comprise one council. The local executive council is the set of officers elected by the membership of the council.

The local executive council should meet regularly to set goals and make plans to best represent the local council. It is important to remember that the membership cares mostly about what the union is doing to improve their pay and working conditions. Officers frequently get caught up in process; they may run for office because they like the politics involved. Most flight attendants do not. Process should remain internal.

Divide the responsibilities:

Each officer should have certain committees they oversee. A report on the activities of these committees should be a part of each meeting. The Constitution outlines the specific duties of both the President and the Secretary, but the VP’s duties are designated by the President. In a well-run LEC, it is clear which tasks belong to the VP. Council Reps should also be given specific jobs so that they feel they serve an integral part in the LEC.

At each meeting, there should be a briefing on the status of grievances filed by the LEC and decisions should be made jointly on those grievances.

The education of the local membership is a responsibility of the LEC. Officers should be aware of what the membership might not know or understand and what should be done about it. The policy set and adopted by the AFA Board of Directors (BOD) should be a key part of member education.

It is not only the Secretary’s job to monitor how local activities are funded; the budget should be decided by the entire LEC.

Whenever the MEC meets, it is the responsibility of the Local Presidents to report back to their LECs. Reports should include agenda items submitted and acted upon, resolutions made and passed, and any reports from the MEC officers and committees.

At each meeting, goals set at prior meetings should be reviewed. Each meeting should involve asking and answering the questions “what are we doing to improve our members’ pay and working conditions?” and “how are we communicating to them our work on this?”

If you establish a record of integrity, maintain it and never waver, it will carry you through good times and bad and keep the respect of your members as well as management.
Local Executive Council Officers’
Duties and Responsibilities

LEC President:

Grievance and Complaints

- Is responsible for the expeditious processing of complaints and grievances of the Local Council’s members, upholding the collective bargaining agreement (CBA) and promoting the flight attendants’ interests locally in whatever way possible with local management.

Communication

- Is responsible for establishing and implementing timely communication strategies for the Local Council. This includes printed newsletters, electronic bulletins, telephone trees, bulletin boards and crew room sits to name a few.
- Is responsible for ensuring communication strategies at various levels within the union including among officers, committees, and other labor groups on the property.
- Is responsible for ensuring communication protocols are established with management counter-parts.

AFA-CWA Committees

- Is responsible for establishing and overseeing local council committees charged with specific duties and direction to assist in the work of the local council and promote the welfare of the flight attendants.

Meetings

- Is responsible for calling and chairing meetings of the Local Council (membership) and Local Executive Council (LEC officer meeting), per the AFA-CWA Constitution and Bylaws.

Budgets

- Is responsible for the ethical and fiduciary oversight of the members’ dues dollars and how funds are spent.
- It is expected that LEC Presidents will conduct their representational duties within the boundaries of their budgets.

General

- Is responsible for implementing, administering and explaining the policies set forth at all levels within AFA-CWA (LEC, MEC, BOD and EXBOD).
- Is required to vote on any Sideletter, Memorandum of Understanding (MOU) or Letter of Agreement (LOA) that amends the terms of the collective bargaining agreement. Alternatively, such Sideletters, MOUs and LOAs may be sent to the membership for ratification by vote of the MEC and in accordance with the AFA-CWA Constitution and Bylaws.
- Is responsible for maintaining the union’s files and property and transferring to their successor(s).
Setting Union Policy

- Is a member of the AFA-CWA Board of Directors (BOD) and represents the Local Council membership at the yearly BOD meeting.
- At multi-council airlines, is a member of the Master Executive Council (MEC) of that airline and represents the Local Council membership at those meetings.
- Is a CWA Convention Delegate (#1)

LEC Vice President:
- Stands in for the Local Council president when she/he is unavailable to carry out those activities as set forth under the AFA-CWA Constitution and Bylaws.
- Is responsible for any duties delegated to them by the LEC president.

LEC Secretary:
- Is responsible for assisting the LEC president in overseeing and monitoring the local budget and maintaining Local Council records.
- Is responsible for taking the council minutes at Local Council meetings and ensuring distribution to the membership and the AFA-CWA International Secretary-Treasurer.
- Is responsible for overseeing local council membership roster name, address and phone number changes and updating the AFA-CWA Membership Department as well as appropriate MEC designee with any changes.
- Is responsible to carry forth any activities as directed by the LEC president.

Local Council Representative:
- Shall assist the LEC president, vice president and secretary in the administration of the Local Council activities and perform any such other duties as the president may assign to them.