Negotiating Committee

Purpose and Scope:
This committee is authorized to negotiate and conclude the flight attendant collective bargaining agreement (CBA) negotiations, and may also negotiate Letters of Agreement, side letters and memorandums of understanding during the midterm of the contract duration.

- The committee size is determined by AFA-CWA's Constitution and Bylaws (Section VI.A).
- The MEC selects the negotiating committee from among the applicants in good standing.
- The MEC President is responsible for the conduct of negotiations in consultation with the assigned AFA-CWA Staff Negotiator.

Election:

- Any person seeking a position on the negotiating committee must submit a willingness to serve or resume to the MEC by the date announced for election of the committee.
- Applicants should be willing to devote a substantial amount of time to this committee during negotiations.
- Applicants should have a good working knowledge of the current contract (if applicable) and of the policies and operation of the airline.
- If possible, the committee should have a member or members with previous negotiations experience.

Duties and Responsibilities:

- Review status of flight attendant contracts throughout the industry.
- Attend AFA-CWA negotiations training.
- Before negotiations begin, meet and consult with other AFA-CWA flight attendant groups employed by carriers with whom they share a common ownership or whose airlines are members of a common marketing alliance.
- Provide information to and take direction from the MEC.
- Be familiar with AFA-CWA policy and industry standards and trends.
- Assess the priorities and needs of the members through surveys and union meetings.
- Obtain input from other committee chairs for goals.
- Evaluate the contracts of other labor groups, if applicable, at your airline.
- Establish goals and translate them into the opening proposal.
- Present the opener to the MEC their review and approval.
- Communicate the negotiating objectives to the membership.
- Determine individual responsibilities; i.e., note taker, etc.
- Attend negotiations sessions and assist in preparing proposals and counter-proposals.
- Update the members and the MEC throughout negotiations.
- Provide the staff negotiator with a copy of the note taker’s notes at the conclusion of each bargaining session.
- Make recommendations to the MEC, if necessary, for applying for mediation, taking a strike vote or requesting a proffer of arbitration.
- Maintain contact, through the MEC President, with other unions on the property.
- Proof contract language and agree with the company on implementation and effective dates.
• Review the tentative agreement with the MEC.
• Assist in preparing the membership summary package, road show schedule and ballot.
• Present the tentative agreement to the members.
• Assist in preparing the ratified agreement for print in book form, including an index, and for posting in electronic form online.
• Participate in implementation discussions with the Company, if any, after ratification.
• Collate notes, opener and proposals for MEC office file. All notes and documents shall be considered the property of the MEC. The MEC shall maintain copies and make them available for grievances, arbitrations and future negotiators.
• Remain available as a resource for education on new contract provisions and interpretation of the CBA.

Reinforce the positives. Listen to your volunteers and let them know you appreciate their views. Furnish ideas and ask questions to help others be more productive. The more ideas that are considered, the better the solution to a problem is likely to be.