

# WORKSHOPS

**NOTE:** All morning classes are from 7:30 a.m. to 9 a.m. Afternoon workshops will begin at 3:15 p.m. and go until 4:45 p.m. (or beginning 15 minutes after the convention recesses for the day). *The schedule below is subject to change.*

## MONDAY MORNING

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### **Effective Branch Communications— Print and Digital**

*Location: W183abc*

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 social media engagement, sharpening the focus and effectiveness of newsletters and branch-wide communications strategies will be discussed. NALC's Branch Publications Competition winners will be announced at this workshop.

### **Branch Trustee Training**

*Location: W375c*

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 Chairman Larry Brown and Trustees Mack Julion and Sandy Laemmel will kick off this training 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.

## **The USPS “Delivering for America” Plan**

*Location: W375d*

In March 2021, the Postal Service issued a strategic plan for the coming decade, the Delivering for America (DFA) plan. The DFA report outlined the Postal Service’s future growth strategy, plans to re-organize its management structure, and intentions to modernize its delivery, processing and transport network via massive infrastructure investments. The report also identified legislative, regulatory and policy changes needed to strengthen the Postal Service in the future. This workshop, led by NALC Chief of Staff Jim Sauber, will describe the plan and provide an update on the Postal Service’s progress in implementing the plan. It will cover both the positive and negative elements of the plan and explore ways the NALC plans to use collective bargaining to make our voices heard in the restructuring process. Special focus will be given to plans to transform USPS delivery operations. Delegates will be given time to ask questions and share their views on the changes being contemplated.

## **City Delivery**

*Location: W375ab*

Director of City Delivery Christopher Jackson and his staff will provide updates and information on numerous city delivery topics. The class will cover various contractual issues, scanners and new technology, Sunday parcel delivery and other expansion-of-services topics, Carrier Academy, Article 12 withholding and excessing, and various USPS testing and initiatives.

## **Contract Administration Unit**

*Location: W375e*

Vice President James Henry will lead this class. CAU will report on relevant national-level settlements and arbitration awards since the last convention. Much of the class will focus on how to access and utilize 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.

# WORKSHOPS

## MONDAY AFTERNOON

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### **“The Strike at 40” (film viewing)**

*Location: W194ab*

The Great Postal Strike of 1970, which dramatically raised the standard of living and improved the working conditions of America’s letter carriers and other postal employees, is the subject of this 2010 documentary video produced by NALC. The 30-minute film focuses on the leaders of the wild-cat strike in Branch 36 in New York, and includes interviews with the strikers, including the late Vincent R. Sombrotto, former national president of the NALC. Video producer Ann Sutherland and strike veterans of Branch 36 will be on hand after the viewing.

### **Communicating Our Message**

*Location: W185abc*

This workshop will focus on how to get our message out by dealing effectively with the news media, so we can inform the public and its representatives about the real situation of the Postal Service and the best policies moving forward. Little is more important to our future than getting the facts out and dispelling the myths. NALC Director of Communications and Media Relations Philip Dine will cover various aspects of communications, including influencing news coverage by speaking to reporters or editors, as well as making our own voices heard through letters to the editor/commentary pieces or being on radio/television discussion shows. The class will deal both with broad media strategy and practical details of talking to a reporter.

### **OWCP and the Power of Change**

*Location: W375e*

When managers fail to process OWCP injury claims in a timely manner, injured workers suffer. In response to this, OWCP changed the claim filing process, putting the injured worker in control. The new procedures make the claim filing process easier and gives the injured worker access to claim documents in real time. The

changes were spearheaded by Antonio Rios, the director of OWCP's federal workers' compensation program. Director Rios and Deputy Director Jennifer Valdivieso join NALC Assistant to the President for Workers' Compensation Kevin Card in a course that explains the recent changes and offers tools on how to maximize the system to benefit injured letter carriers and empower contract enforcers.

## **Next Generation Delivery Vehicle**

*Location: W375c*

This session will cover the history of NALC's involvement in the development of the Next Generation Delivery Vehicle (NGDV) and the progress of the program. During this workshop, delegates will also learn about the new safety features included in the vehicle. In conjunction with this workshop, a prototype NGDV will be on display during the length of the convention, allowing members the opportunity to see and touch the future of mail delivery.

## **Managing Branch Finances: A Study in Basic Operations**

*Location: W375ab*

This workshop taught by Dave Dorsey, partner at WithumSmith+Brown, will focus on the proper division of responsibility within the 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.

# WORKSHOPS

## TUESDAY MORNING

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### **Safety and Health—A Briefing on our Issues**

*Location: W375c*

We will be addressing safety committees at the installation level, vehicle maintenance obligations, heat illness, park point accidents and resources for safety and health activists.

### **TIAREAP**

*Location: W375e*

This class will cover each step of the new joint route adjustment process. Delegates also will learn about new technology and how it is used in the process.

### **MBA Products**

*Location: W184abc*

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 also will be covered, along with options available for branches to purchase additional Group Accidental Death or Term Life insurance for their active members.

### **Retirement Considerations**

*Location: W375d*

The job of a letter carrier tends to be busy. So busy, in fact, that letter carriers don't always take the time to understand the full scope of their retirement benefits. Decisions made at the start of and throughout one's career can have an impact on a person's lifetime financial security and well-being. For example, choosing Federal Employees' Group Life Insurance coverage, whether to make deposit for prior military service, Thrift Savings Plan investments, Federal Employees' Health Benefits, and so on. A well-informed employee

can make prudent choices that pave the way to a secure future through retirement. This seminar, presented by Director of Retired Members Dan Toth, is designed to help achieve that goal.

## **Dues and Membership**

*Location: W183abc*

This workshop, conducted by Secretary-Treasurer Nicole Rhine, is intended to guide branch officers through the many membership issues that they deal with on a daily basis. The workshop will cover topics such as how to read a branch dues roster, the Reciprocal Agreement, transfers, health plan members and other membership-related items.

## **TUESDAY AFTERNOON**

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### **“Good Girls Revolt” (film viewing)**

*Location: W194ab*

This video offers an alternative and entertaining way to learn about the Great Postal Strike of 1970. It is an episode of the 2016 drama series “Good Girls Revolt,” a show set at a fictional weekly newsmagazine (“News of the Week”) in New York City, which offers a remarkably accurate portrayal of NALC’s historic strike. Portions of the episode are used in a new video on the strike that premieres at the Chicago convention, appropriately named “The Revolt of the Good Guys”—a video commissioned to celebrate the 50th anniversary of the NALC strike. Video producer Ann Sutherland will present the PG-rated episode of “Good Girls Revolt” and lead a discussion about her work on the 50th anniversary video.

### **Legislative and Political Organizing**

*Location: W375c*

This class will focus on an important part of NALC’s legislative and political network—mobilizing our members in the field. HQ staffers and NALC’s legislative and political organizers will update the delegates on our ongoing efforts to advance our legislative agenda in the field, increase participation in the Letter Carrier Political Fund, and help elect candidates who support our issues.

# WORKSHOPS

## **Understanding the LM-3**

*Location: W375e*

This class will help participants understand and complete the Form LM-3. Dave Dorsey, partner at 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 the 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.

## **FMLA 2022: Insights and Guidance for Letter Carriers and Local Leaders**

*Location: W183abc*

This class will provide an overview of the Family and Medical Leave Act (FMLA), its history, and recent developments. It also will provide guidance for local leaders to assist their members with FMLA issues.

## **Conversion to Career and the Alternate Dispute Resolution Process**

*Location: W375d*

This workshop will discuss the methods by which city carrier assistants attain career status. Attendees will learn the history of the Memorandum of Understanding (MOU) Re: Full-time Regular Opportunities – City Letter Carrier Craft and how this agreement interacts with other provisions of the National Agreement and MOUs. This session also will cover the provisions under Article 7 of the National Agreement that relate to maximization of part-time flexible letter carriers. Included in this class will be an explanation of the Alternate Dispute Resolution process created to address CCA and PTF conversion issues.

## **What's New with the Thrift Savings Plan**

*Location: W375ab*

A representative from the Federal Retirement Thrift Investment Board (FRTIB), the agency that manages

the Thrift Savings Plan (TSP), will offer a workshop on recent 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 describe innovations in the FRTIB's new record-keeping system and discuss the TSP's new mutual fund window, which dramatically expands the investment options available to TSP participants.

## **WEDNESDAY MORNING**

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### **EAP—Suicide Prevention and Critical Incident Response**

*Location: W375d*

New Directions Behavioral Health will educate the membership on suicide prevention through awareness, sensitivity and knowledge. Representatives also will review recent critical incident responses experiences.

### **Wills & Trusts**

*Location: W375c*

Director of Life Insurance Jim Yates will host a workshop focused on wills and trusts. This educational workshop will provide details on how these financial vehicles are used with life insurance policies to plan for an insured person's death. The purpose is to give a better understanding of these legal options and to aid letter carriers and their families in planning for the future. A better understanding of wills and trusts shifts families' decision-making from a time when emotions are high to the present, when more rational decisions can be made.

### **NALC Constitution, Elections and Bylaws**

*Location: W183abc*

This workshop is designed to assist NALC branches and state association with the rules and regulations governing the conduct of elections and the process for creating and amending bylaws. The workshop also will cover common problems with bylaws and how to get that stamp of approval from the Committee of Laws.

# WORKSHOPS

## **City Delivery (repeat)**

*Location: W375ab*

## **Contract Administration Unit (repeat)**

*Location: W375e*

## **WEDNESDAY AFTERNOON**

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### **The Strike at 40 (repeat)**

*Location: W194ab*

### **Next Generation Delivery Vehicle (repeat)**

*Location: W375c*

### **Improving the New Employee Experience**

*Location: W375d*

In March 2021, a subcommittee of the joint NALC-USPS City Delivery and Workplace Improvement Task Force was formed with the intent of exploring ways to improve the onboarding experience, increase retention rates, and pursue a mentorship program for new letter carriers. Since then, after much discussion and planning, NALC and the Postal Service have launched two joint pilot programs in hundreds of 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.

### **The Global Campaign to Organize Amazon**

*Location: W375ab*

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 delivery workforce. This work-

shop, hosted by NALC Chief of Staff Jim Sauber, will feature allies from the U.S. and global labor movement, including representatives of the Canadian Union of Postal Workers and UNI Global Union—NALC’s global union federation. Delegates will learn how the AFL-CIO and its affiliates (including NALC) are working together on strategies to overcome Amazon’s anti-union and anti-competitive practices with the long-term goal of helping Amazon workers unionize and secure collective-bargaining rights.

**Managing Branch Finances:  
A Study in Basic Operations (repeat)**

*Location: W375e*

## **THURSDAY MORNING**

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**TIAREAP (repeat)**

*Location: W375c*

**Dignity and Respect in the Workplace**

*Location: W375ab*

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

**Innovations in Health Care**

*Location: W183abc*

Learn how to get the most from your Health Benefit Plan. We hope you will join NALC Health Benefit Plan Director Stephanie Stewart and staff, in addition to special guests from CVS Health, Optum and Hinge Health, as we provide details regarding the Plan’s evolving digital transformation. This workshop will focus on the many opportunities that are available to help manage your health needs without major schedule interruptions, using any electronic device, and most important keeping your safety forefront. From Telehealth services, a “new” Digital Musculoskeletal Program, to the Plan’s new member portal, we want to empower you with resources. Learn how to successfully navigate programs that will deliver convenience and flexibility to your daily life. Following the presentation, a panel discussion and Q&A session will be offered to attendees.

# WORKSHOPS

## **Retirement Considerations (repeat)**

*Location: W375d*

## **NALC Veterans Guide**

*Location: W375e*

This session will give a detailed explanation of the *NALC Veterans Guide*. This guide was created to assist veterans and NALC representatives find useful information specific to letter carriers who served in the military. During the workshop, delegates will learn about the rules and regulations found in the National Agreement, USPS handbooks and manuals, and the laws that apply to veterans.

## **THURSDAY AFTERNOON**

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## **“Good Girls Revolt” (repeat)**

*Location: W194ab*

## **The OWCP Grievance Guide**

*Location: W375e*

Federal laws and postal policies require management to process OWCP claims in accordance with regulations. When regulations aren't followed, injured letter carriers suffer. Management's mistakes lead to some of the worst injustices to injured letter carriers who seek workers' compensation benefits. Kevin Card and the NALC regional workers' compensation assistants (RWGAs) will present the NALC's new *OWCP Grievance Guide*. From failure to pay Continuation of Pay (COP) to improper job offers, we will cover the most common violations, and offer grievance starters to help NALC members and shop stewards help injured workers get the benefits they are entitled to.

## **Recruiting and Mentoring Union Activists**

*Location: W375d*

Being a member of NALC allows individuals to become part of a group of hundreds of thousands of dedicated letter carriers, united to protect their jobs and their rights, and to promote the safety and welfare of the members. These common goals create a strength and solidarity that allow NALC to achieve great things for letter carriers. NALC offers members a variety of activities and opportunities

to get involved so that they can actively participate with their branch, in and outside of the workplace. In this class, participants will learn various tips, strategies and techniques to motivate members to get involved as activists within their branch. Additionally, the class will focus on how to properly mentor those individuals to keep them involved in the branch's efforts of representing its members and serving their communities.

### **NALC's Legislative and Political Agenda**

*Location: W183abc*

NALC continues to engage and educate legislators and the administration on issues that are important to letter carriers. Learn about our agenda in the remainder of the 117th Congress and beyond, as well as get an update and the outlook for the looming midterm elections.

### **NALC Disaster Relief Foundation and Community Services—Planning, Promoting & Progress**

*Location: W185abc*

Letter carriers are the heart and soul of their communities. NALC offers many ways for members to get involved. Come to this workshop to discover why it is important for your branch to participate and to become aware of how to build your branch and public support of letter carriers in the communities where we work. This workshop will have a brief summary of the Disaster Relief Foundation (NALC DRF), Muscular Dystrophy Association (MDA), Stamp Out Hunger Food Drive and Heroes; also will provide information about our other community service programs. We encourage branches that are having success to come and share ideas with branches who may just be getting started in planning and promoting initiatives. Branches who participate in NALC community service programs have higher morale, greater turnout at other union functions and engage members who might not otherwise get involved. If you or your branch are looking for ways to make a difference in your community, your branch or even your own life, please come to this workshop and help us find ways to get members involved while doing great things in the places where we live and work.

# WORKSHOPS AT A GLANCE

## MONDAY (8/8)

### MORNING

#### **Effective Branch Communications— Print and Digital**

*Location: W183abc*

#### **Branch Trustee Training**

*Location: W375c*

#### **The USPS “Delivering for America” Plan**

*Location: W375d*

#### **City Delivery**

This class repeats on  
Wednesday.

*Location: W375ab*

#### **CAU**

This class repeats on  
Wednesday.

*Location: W375e*

### AFTERNOON

#### **“The Strike at 40” (film viewing)**

This class repeats on  
Wednesday.

*Location: W194ab*

#### **Communicating Our Message**

*Location: W185abc*

#### **OWCP and the Power of Change**

*Location: W375e*

#### **Next Generation Delivery Vehicle**

This class repeats on  
Wednesday.

*Location: W375c*

#### **Managing Branch Finances: A Study in Basic Operations**

This class repeats on  
Wednesday.

*Location: W375ab*

## TUESDAY (8/9)

### MORNING

#### **Safety and Health—A Briefing on our Issues**

*Location: W375c*

#### **TIAREAP**

This class repeats on  
Thursday.

*Location: W375e*

#### **MBA Products**

*Location: W184abc*

#### **Retirement**

#### **Considerations**

This class repeats on  
Thursday.

*Location: W375d*

#### **Dues and Membership**

*Location: W183abc*

### AFTERNOON

#### **“Good Girls Revolt” (film viewing)**

This class repeats on Thursday.

*Location: W194ab*

#### **Legislative and Political Organizing**

*Location: W375c*

#### **Understanding the LM-3**

*Location: W375e*

#### **FMLA 2022: Insights and Guidance for Letter Carriers and Local Leaders**

*Location: W183abc*

#### **Conversion to Career and the Alternate Dispute**

#### **Resolution Process**

*Location: W375d*

#### **What’s New with the Thrift Savings Plan**

*Location: W375ab*

**WEDNESDAY (8/10)****THURSDAY (8/11)****MORNING****EAP—Suicide Prevention and Critical Incident Response***Location: W375d***Wills & Trusts***Location: W375c***NALC Constitution, Elections and Bylaws***Location: W183abc***City Delivery (repeat)**

Same as Monday.

*Location: W375ab***CAU (repeat)**

Same as Monday.

*Location: W375e***MORNING****TIAREAP (repeat)**

Same as Tuesday.

*Location: W375c***Dignity and Respect in the Workplace***Location: W375ab***Innovations in Health Care***Location: W183abc***Retirement****Considerations (repeat)**

Same as Tuesday.

*Location: W375d***NALC Veterans Guide***Location: W375e***AFTERNOON****“The Strike at 40” (repeat)**

Same as Monday.

*Location: W194ab***Next Generation Delivery Vehicle (repeat)**

Same as Monday.

*Location: W375c***Improving the New Employee Experience***Location: W375d***The Global Campaign to Organize Amazon***Location: W375ab***Managing Branch Finances: A Study in Basic Operations (repeat)**

Same as Monday.

*Location: W375e***AFTERNOON****“Good Girls Revolt” (repeat)**

Same as Tuesday.

*Location: W194ab***The OWCP Grievance Guide***Location: W375e***Recruiting and Mentoring Union Activists***Location: W375d***NALC’s Legislative and Political Agenda***Location: W183abc***NALC Disaster Relief Foundation and Community Services—Planning, Promoting & Progress***Location: W185abc*