



**OFFICIAL CALL TO THE**

# **COMMUNITY SERVICES COMMITTEE CONFERENCE**

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**JUNE 9 - 14, 2024**

*THE WALTER AND MAY REUTHER UAW FAMILY EDUCATION CENTER  
ONAWAY, MICHIGAN*

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The UAW Education Department will host its annual Community Services Committee Conference during June 9-14, 2024. The conference will be held at The Walter and May Reuther UAW Family Education Center in Onaway, Michigan.

The Community Services Committee plays a pivotal role when local union members need information on general welfare resources, in times of natural disaster and when the local is involved in strikes, layoffs, or plant closings. This conference provides valuable information for both new and returning delegates. We will cover the role and purpose of the committee, best practices to strategically grow the committee, and using communication tools, including social media. Participants will learn how their committee can proactively prepare for strikes, layoffs and natural disasters. We will also explore how to successfully collaborate with partners in our communities and with other standing committees in our local unions.

## ELIGIBILITY TO ATTEND

This conference is open to UAW members in good standing who are interested in learning more about how community services support members during natural disasters, strikes, layoffs, and plant closings. This conference is ideal for members serving on their local union Community Services Committee or interested in serving on the committee. It is also recommended for local union president, vice

## CONFERENCE AGENDA

(All times in Eastern Time, ET)

### Sunday, June 9 (Arrival)

3 to 5 p.m. - Registration

6 to 7 p.m. - Dinner

7 to 8 p.m. - Conference Opens

### Monday - Thursday

8:45 a.m. to 5 p.m. - Workshops

### Friday, June 14 (Departure)

8 to 9 a.m. - Certificate presentation

9 a.m. - Conference Adjourns

presidents, financial and recording secretaries, chairs, committee persons, chaplains, and CAP committee members.

## REGISTRATION

Local unions must register their delegates no later than **Friday, May, 10, 2024**. The conference registration fee is \$725 per delegate and must be paid by local unions using ACH. This registration fee covers the cost of lodging, meals and materials. It is non-refundable. Local unions will pay online through LUIS by choosing the "Submit a Payment" option under the "Conferences" menu. Funds will not be withdrawn from local unions until after their Region approves the delegate. This process will take place after online registration closes. Registration is open from now until May 10, 2024.



## SUBSIDIES

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The International Union will provide housing and food (room and board) at the Family Education Center for **up to five delegates** from each region who are selected by the regional director to receive a subsidy. The local unions of the delegate(s) receiving this subsidy will be required to pay \$137.50 registration fee per delegate. The International Union is not responsible for lost time or expenses.

## TRANSPORTATION

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All delegates are expected to arrive at the Family Education Center by 3 p.m. Eastern Time (ET) on Sunday, June 9 (except for those arriving by flight; see page three “Flight Arrangements”), and remain until the conference concludes at 9a.m. (ET) on Friday, June 14. Arrivals and departures should be arranged accordingly. **Local unions are responsible for all transportation costs.**

Passenger Vehicle: The Walter and May Reuther UAW Family Education Center (FEC), is located at 2000 Maxon Road, Onaway, MI 49765.

Please be advised of the following Walter and May Reuther UAW Family Education Center policy:

Vehicles allowed to park in the FEC must be union-made and have a vehicle VIN number beginning with 1, 2, 4 or 5 (i.e., made in USA or Canada). VIN numbers are located in the dashboard or door jamb of vehicles. Upon arriving at the FEC, security guards check each vehicle’s VIN number. If the vehicle VIN number is anything other than 1, 2, 4 or 5, parking accommodations are available in a lot located adjacent to the FEC’s front gate. An FEC bus will transport those delegates to the hotel registration desk.



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## CANCELLATIONS AND REFUNDS

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Registration fees are non-refundable. Local unions should notify their regional office of any alternates to replace delegates who cancel. This conference is an investment in the future of your local union. This official call includes information that should be shared with local unions.

In solidarity,

A handwritten signature in black ink that reads 'Laura E. Dickerson'. The signature is written in a cursive, flowing style.

Laura Dickerson, Director  
UAW Region 1A and  
Technical, Office and Professional Department



**LOCAL UNION  
PROCESS**

# **COMMUNITY SERVICES COMMITTEE CONFERENCE**

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- ▶ **FILING GUIDELINES**
- ▶ **REGISTRATION PROCESS**



The following information is provided to assist local unions in processing applications for the **Community Services Committee Conference**. These guidelines should prevent misunderstandings regarding delegate selection and local union financial obligations.

The Community Services Committee plays a pivotal role when local union members need information on general welfare resources, in times of natural disaster and when the local is involved in a strike, layoff, or plant closing. This conference provides valuable information for both new and returning delegates. We will cover the role and purpose of the committee, best practices to strategically grow the committee, and using communication tools, including social media. Participants will learn how their committee can proactively prepare for strikes, layoffs, and natural disasters. We will also explore how to successfully collaborate with partners in our communities and with other standing committees in our local unions.

Locals are encouraged to:

- ▶ Select first-time delegates who want to become more involved in the local union.
- ▶ Avoid sending delegates who have attended similar programs at the Center, regional summer schools, or other programs.

## **ELIGIBILITY**

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This conference is open to UAW members in good standing who are interested in learning more about how community services committees support members during natural disasters, strikes, layoffs, and plant closings. This conference is ideal for members serving on their local union Community Services Committee, or interested in serving on the committee. It is also recommended for local union presidents, vice presidents, financial and recording secretaries, chairs, committee persons, chaplains, and CAP committee members.



## REGISTRATION

Local unions must register their delegates via the following link:

**Website:** <https://conference.uaw.org/communityService.php> (case sensitive)

**Username:** Community2024

**Password:** UAW24csc

Local unions must provide each delegate's **personal (non-work) email** when registering delegates for this conference. Regions will be given access to a list of their registered delegates through LUIS to approve, a process that will take place after online registration closes. This is due to limited spaces allotted to each region.

The delegates will be notified via email that their registration is complete; they will be wait-listed in LUIS. Once regions have completed the approval process, the local and approved delegates will be contacted with further information about the conference via email. Delegates who are not approved will be notified that the conference capacity is full and they will be on the waitlist in case space becomes available.

## REGISTRATION DEADLINES AND FEES

SESSION DATE	REGISTRATION DEADLINE Include \$725 registration fee. Only paid on June 3 if approved by region	AIRLINE DEADLINE
JUNE 9-14, 2024	Friday May 10	Friday May 24

- ▶ Local unions must pay a \$725 non-refundable registration fee through LUIS by choosing the *Submit a Payment* option under the *Conference* menu.
- ▶ Funds will **NOT** be withdrawn from local unions until after the region approves the delegates, a process that will take place after online registration closes.



## DRIVING TO CENTER

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Local unions are responsible for all transportation costs for approved delegates attending the conference.

The Walter and May Reuther UAW Family Education Center is located at 2000 Maxon Road, Onaway, MI 49765.

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## LOST TIME

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The payment of lost time is the sole responsibility of the local union.

## CANCELLATION AND REPLACEMENT

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The regional office should be notified **immediately** of any delegate(s) who are canceling, along with the name of the replacement delegate(s). If no replacement is designated, the registration fee remains non-refundable.

In the event of a last-minute change, the substitute delegate(s) must be provided the name of the member they are replacing. Upon check-in at the Center, the substitute delegate will provide the name of whom they are replacing so that the \$725 paid registration fee will apply to the substitute. When processing delegates' changes, please remember that airline tickets are non-refundable and non-transferable.