

IMPORTANT NEGOTIATION INFORMATION! (please read).

NEGOTIATIONS PROCESS BOOK

Contract Negotiations 2023



COLLECTIVE BARGAINING

**BETWEEN
INTERNATIONAL ASSOCIATION OF MACHINISTS
AND AEROSPACE WORKERS, AFL-CIO
DISTRICT LODGE 751, LOCAL LODGE 86**

AND

ASC MACHINE TOOL

Collective Bargaining

Collective bargaining—a mutual exchange of positions followed by an agreement—enables a group of employees with a “community of interest” to negotiate a binding written contract with an employer. It gives workers a voice in their workplace and has become a respected approach, valued by employees and employers in the private sector and throughout various levels of government.

Collective bargaining is only as strong as the members who are willing to be involved and participate!

iam751.org/asc/

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This negotiation process book was put together by your ASC Sub-Committee in hopes this would help members understand the negotiation process. Please, take time to read this, If you have any questions, contact one of your committee members. In Solidarity!

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INTRODUCTION

There's no question about it, negotiations for a new contract is a time filled with questions, uncertainty, and extreme anxiety; *and*, it is a roller coaster of emotions guaranteed to rival that of any amusement park ride.

It's a process that has not occurred in four (4) years and one that cannot be, nor should be avoided. You and your families need a contract that ensures good wages, good benefits, and good working conditions. You deserve no less.

In this Handbook we will explain how the negotiations process works. We will also talk about YOUR role in the negotiations process, what you, as a member can do to help ensure success. Additionally, there is a section in this Handbook to help you cope with the pressures and anxiety that we all experience during contract time. We will do this by exposing some of the tactics that ASC might try to use on you to put doubt in your mind and to create turmoil amongst our ranks. We have also provided an overview of members' rights under the National Labor Relations Act (NLRB). There is also a special section on frequently asked questions and answers that always surface during negotiations.

Please keep one thing in mind while using this Handbook: Together, standing strong as one Union and speaking as one loud voice, we can improve our standard of living. *Remember, we are only able to get what we are strong enough to take.*

Your Negotiating Committee hopes that this Handbook will help to answer some of your questions, help you to remain strong, and help you support each other in the weeks ahead. And, be assured that we will be available to help answer your questions and concerns.

In Solidarity,
YOUR Sub-Committee,
Bill Fryer, Bob Scales, Randy Androes, Mike Caruso, Chris Faught, Jeff Harry,
Robert Kulp, Sam Lant, and Steve Warren.

HOW THE NEGOTIATION PROCESS WORKS

The Committee reviews what took place over the last few years and what changes may be needed. The Negotiating Committee carefully looks at what has worked and what has not worked, and what has had a positive or a negative effect on the hourly workforce.

Any committee member will be able to tell you that there is a lot of discussion between the committee members as to what can be done to improve the next contract's outcome. They will also tell you that they rely on what they hear from you, the members.

Some of the things that help the Committee focus on the areas for negotiations, include, but not limited to:

- Feedback from the surveys that were distributed, turned in, and analyzed. These were designed to learn what is most important to the membership. These surveys provided important information that might have otherwise not been known.
- Discussions with members at the work site. Discussions and feedback from the Monthly Business AND Special Meetings.
- A complete review of bargaining agreements in our area.
- A comprehensive review of the members' surveys, which you filled out, have proven to be of vital importance to us.
- Feedback from Stewards, who will be on the front lines with this company on a daily basis during Bargaining. This is why it is so important for you to elect good Stewards and for you, as a member, to keep your representatives informed about what is going on. Your representative can't be everywhere, so he or she must rely on you to know what everyone in management is up to.
- Information requests were carefully prepared and submitted to the company. The company has a legal obligation to respond to the Union's request for all information that is necessary and relevant for bargaining.

- Reports from the IAMAW Strategic Resources Department are carefully reviewed by the committee, as well as nationwide trends in our field, in order to craft the best proposals
- Local, State and national cost of living indexes also are a key part of the Committee's preparation.

These are just some of the resources the Committee relies on to begin putting together a contract proposal.

How do the Negotiation sessions work? Both the Union and the company Negotiation Committees meet on or off site for full time sessions at mutually agreed upon times, frequency and location. It is always the Committee's desire to have an agreement completed as soon as possible without leaving any subject of concern go without being addressed.

This is a brief summary of the negotiations process, which we hope sheds some light into all the steps that go into creating a contract. **More importantly, we hope you never forget that the wages and benefits you receive are the result of the collective bargaining process and not a gift from the company.** Without the legal protections of a collective bargaining agreement, the company can change or even eliminate the health insurance, Paid Time Off, holidays, 401K, and many other benefits we now or will enjoy. Without the support of **all** employees, the Union's ability to protect and improve wages and benefits in the future will suffer. Employees who don't do their fair share strengthen the company's hand in any negotiations.

There is one more very important piece in this process and that is you, the Union member! You are the true power behind this Union. You can let the company know how you really feel. You have the final say as to whether or not you will accept or reject the company's offer. **You are the real force that makes this Union!**

STAYING INFORMED

We understand that good communication is the key to a strong, educated, informed membership. We plan on distributing bargaining updates through many different mediums. We will inform you in the near future on where and how to get all the updates. Please use your website for access to your Contract, Resources, and Up-To-Date information as well as an ASC DROPBOX for members input and suggestions for the Negotiation Committee. iam751.org/asc/



These bargaining updates will be summaries of what is being discussed at the negotiating table, and are intended to help keep everyone informed on the process and what is going on. You will have the opportunity to ask questions at these meetings.

THE MEMBERS' ROLE IN THE NEGOTIATIONS PROCESS



Negotiating a contract for our members is one of the most important reasons for having a Union. The contract sets the stage for a given period of time and dictates all wages, benefits and working conditions. The contract has a major impact on each of us. Our new contract will determine how much money we will have to support our families, our ability to keep up with the ever rising cost of living (the cost of gasoline, the cost of groceries, your utility bills), what medical options we have, life insurance, the out of pocket costs for those benefits, how we will be able to plan for retirement, and how the company deals with us here on the plant site.

Having a good Negotiating Committee is an important step in this process but **the single most important factor in the negotiations process is you -- the membership.** This cannot be stressed enough. Our strength as workers is in our unity. The more workers who are active and involved in the Union and the negotiating process, the better our chances for the contract every one of you deserves.

We shouldn't kid ourselves. Long before negotiations begin, the company has a good idea of our strengths and our weaknesses. They know our membership strength, they listen to what we are saying on the floor, they have a pretty good idea of what we are thinking. They know this not necessarily because we tell them (some members do tell their supervisors) but because we air our dirty laundry (our likes and dislikes) in front of them.

As an hourly employee we all need to understand that everything we do and say out on the floor is communicated right up the chain of command. The company knows our business.

Have you ever noticed that management never airs its dirty laundry in front of us? That's not because they don't have complaints and gripes about their own leadership. They are just better about airing their complaints behind closed doors, where we can't hear them. We as Union members need to take notice of this and be as professional, if not more so, as them and keep them guessing. When we do this it keeps them off balance, and they have no idea what we are thinking or planning. It makes the Company approach us more cautiously because they are not sure how we will react to an unfair contract offer. This sets the mood of the negotiations at the table.

What can you do to help?



As a member, there are many things you can do to help increase our chances for successful negotiations.

- **Explain to management that you do expect the company to give you a fair contract.**
- **If your supervisor asks if the Union is going on strike tell him or her that it depends on the Company's willingness to negotiate in good faith and give us a fair contract.**
- **Support each other. Talk to your fellow members and share information with them.**
- **Participate in the Union surveys.**
- **Participate in monthly union meetings and informational forums.**
- **Wear your Union gear (T-shirts, Button, stickers, etc.) to give the Union visibility and to show our solidarity.**
- **Stay informed by getting the unified message from your Union. With respect to the Negotiating Committee, please let them focus on the negotiations and receive your information from the avenues listed in the "Staying Informed" section of this handbook.**

We hope you can see how critical you are to the outcome of negotiations. *If you are interested in participating in any of the above or need help, contact your committee reps.*

COPING WITH THE PRESSURES OF NEGOTIATIONS

As stated at the beginning of this Handbook, contract time is a rollercoaster of emotions for all of us. Understanding some of the events that are about to take place will help you know what to expect and put things into perspective.

The company will try all kinds of tactics to scare you and to put doubt in your mind. Past tactics the company have done is sending mail to your home explaining which benefits you will no longer have and when they will end. They will send you letters saying how great the contract offer is, or letters stating “maybe you didn’t understand the offer” or something like maybe the “Union didn’t really explain the contract proposal to you” or “how much you will be missed”.

The company may also hold meetings with all hourly workers to try and put their spin on how great the contract really is. One thing the company doesn’t realize is that this bargaining unit is smart enough to know when they are being lied to.

If this company really cares about us, then they should be willing to treat us with the respect that we deserve by agreeing to a decent contract which includes wage increases that bring us up to industry standard, increased, better retirement benefits, improved health care and safety for all. As we head into our first round of contract negotiations remember these things. When you start to get caught up in that roller coaster of emotions, STOP; take a deep breath and listen closely to just what it is the company is saying and doing. Are you getting those letters in the mail? Is management telling you that you are making more than you deserve? Are your supervisors and others getting a pay increase, are they getting their “Safety Bonus”? Are they getting profit sharing checks?

YOUR RIGHTS UNDER THE NATIONAL LABOR RELATIONS ACT

- Management cannot bar employee union representatives from conducting Union business on or off company property during non-working hours.
- Management cannot ask employees about union matters, meetings; etc. (some employees may, of their own accord, walk up and tell of such matters. It is not an unfair labor practice to listen, but to ask questions to obtain additional information is illegal).
- Management cannot ask employees what they think about the union or the union representative.
- Management cannot ask the employees how they intend to vote.
- Management cannot announce the company will not deal with the union.
- Management cannot make anti-union statements, or act in any way that might show preference for a non-union person.
- Management cannot threaten workers or force them in an attempt to influence their vote.
- Management cannot threaten a union member through a third party.
- Management cannot promise employees a reward or future benefits if they decide to vote against a contract.



Violation of any of these items is a violation of the National Labor Relations Act and could be grounds for unfair labor practice charges against the company.

Make it a point to know your rights. *If you don't know your rights, you have no rights.*

FREQUENTLY ASKED QUESTIONS & ANSWERS

“Leading the fight to make it right.” We believe the right thing to do is to work to maintain and improve the quality of life for every member.



We have put together a communications plan that will increase participation from all levels of our membership and your help is vital to the success of these negotiations. As we progress closer to the final contract vote, communication with each other is key. We will be calling on you to step up and help us lead our membership to a successful contract.

This questions and answers section was developed to provide you with answers to many common questions you may have throughout negotiations.

Your support throughout this process will determine our strength at the bargaining table.

Q: Why are there two (2) strike votes?

A: The first vote is a Sanctioning strike vote, this is done to authorize a strike in accordance with the **International Association of Machinist and Aerospace workers Constitution (Machinist Union)** and Department of Labor. This in no way means that we will be going on strike, this only means we are asking the International for strike sanction approval, should a strike occur.

The 2nd strike vote which must pass by 2/3 of the majority is the strike vote that could put you out on strike. There is more to read about this further down in the questions and answer segment.

Q: How can I help during the negotiations process?

A: Participate in the discussions, rallies, surveys and other events showing solidarity. Wear the appropriate union insignia at the designated times in unity with your brothers and sisters. Talk strong about the issues on the shop floor because solidarity works.

Q: Why might we have rallies during negotiations?

A: It is very important that our membership demonstrate their support for Local Lodge 86 and the issues the members have stated are critical to them. Large numbers at rallies send a powerful message to the company that we are unified and strong. Family and friends are highly encouraged to attend. The more people the company sees at a rally, the more we show how much support the negotiators have from the membership.

Q: How will the Union keep me updated on the negotiations?

A: We will provide regular updates using social media, information hand bills, face to face negotiation update meetings and talks in the parking lot. Through texting and through our website iam751.org/asc/

Q: What should I say to support the Union's efforts in negotiations when I am asked by management to give them my opinion?



A: Supervisors and other managers will be out in force trying to gauge our members' support for various issues. These people are not your friends; this is not chit-chat. They in turn send this information right up to the company negotiators. The best way to win a good contract is to be strong and together on the shop floor. The Union negotiators are looking out for your best interest; ASC is looking out for its own best interest. You can help support your co-workers (your Union) throughout negotiations by sending a strong unified message to ASC management about Wages, lower health care costs, job security, and other issues important to all of us. Tell the company to do the right thing on these issues.

Q: How much influence will the IAM Grand Lodge have during the negotiation process?

A: Your Negotiating Committee gets advice and any help they need from the top leaders of the IAM during negotiations.

Steve Warren, your BR (Business Representative) from Local Lodge 86 will be leading the negotiation process and will be active at the negotiation table. We get additional help from Headquarters' Departments such as; Strategic Resources, Legal, Communications, and the William W. Winpingsinger Technology Center. Our local leadership communicates to them, our membership's needs and concerns. Only YOUR negotiating team votes on whether or not to recommend the company's offer and/or to recommend a strike, and only the membership votes at the ratification meeting.

Q: When will we be able to get details on the ASC final offer?

A: When negotiations have been completed, the Union will have available for members a copy of the contract and a summary of the contents highlighting important issues.

Q: When there is a Tentative Agreement or contract to vote on, what happens next?

A: The Union negotiating team has to review the proposal, make a synopsis of key issues, and then get copies printed so that the membership can start to review the contract as soon as possible. The negotiating team will also inform you about its recommendation on whether or not to accept the company's proposals and if it recommends a vote to strike for a better agreement.

At the same time, ASC could launch their own campaign to sell the contract immediately following its delivery to the Union negotiators. They will include their reasoning and rationale of why it is a fair offer from their perspective.

Q: How and where do I vote on the contract offer?

A: A ratification meeting will be held, at which time the proposed contract will be presented, discussed, and voted upon. There will be an announcement of when and where the meeting will take place.

Q: How long will we get to look at the offer?

A: The information will be passed out to the members at the beginning of the contract ratification meeting and we will go over the information line by line. There will be a question and answer session immediately after. Then we will vote on the offer.

Q: How does the contract vote work?

A: There are two separate ballots. The first one is to accept or reject the contract offer. The second ballot is a yes or no to authorize a strike. If a majority votes to accept the contract, negotiations end and the contract will go into effect after signing between the two parties. If more than 50% vote to reject the proposed contract, but less than two-thirds of the votes cast are in favor of a strike, the contract offer is accepted by default. The only way there can be a strike is to have a majority reject the proposal AND have two-thirds vote for strike action.

Q: Who is eligible to vote?

A: All members in good standing are eligible to vote.

Q: How are the ballots counted?

A: The ballots will be counted immediately after the vote in the presence of the membership and the results will be announced as soon as the count is completed. We will also post the results on our website, and the media is likely to publicize the results as well.

Q: Why does it take two-thirds vote to call a strike?



A: Any time you go into a possible strike situation, you want to be sure that a 2/3 majority of your membership support calling a strike. Going on strike with less than 2/3 results in a possible weak picket line. This is why the IAM Constitution requires 2/3 majority to call a strike. If the majority of the membership (50% + 1) was all that was required to call a strike, our chances of winning a good contract through a strike would decrease dramatically.

The bottom line is: Calling a strike is serious business. The leadership needs to be sure that 2/3 of the membership is willing to walk the line before taking that type of action.

What is Strike Sanction

Members have asked for an explanation of the strike sanction process so they better understand its importance. Holding an initial strike sanction vote well in advance of the actual companies last and final offer accomplishes two important things.

Reasons for Strike Sanction Vote

- 1) It is required in the IAM Constitution. The initial vote provides advanced legal notice to the grand Lodge, so members will receive strike benefit checks without any undue delay **IF** they vote to strike after voting on the contract offer.
- 2) An early strike sanction vote is a prime opportunity to demonstrate the members at ASC are united behind the negotiators. A strong signal of membership determination can persuade the company to bargain earnestly and reduce the chance you will have to strike to secure a good agreement. It is your chance to demonstrate your solidarity.

Important Points to Remember

- This vote is in no way an indicator a strike will occur.
- The only way to call a strike is if, after members have looked at ASC final proposal, a majority vote reject the proposal **AND** two-thirds (66 2/3%) or more vote to reaffirm the strike sanction.

The IAM Constitution requires a reaffirmation of strike sanction when you vote on ASC final offer. The second reformation gives members a chance to change their minds once they have seen the Company's proposal. When a member votes to reaffirm, they are saying they are willing to strike. The initial strike sanction vote is done before members has seen an offer; therefore, it could never be used to take members out on strike.

STRIKE SANCTION BALLOT

You will vote YES or NO to grant the Negotiation Committee Strike Sanction Authority (see sample ballot below).

Again, this is in no way an indication a strike is likely. It is a showing of support for negotiators that you are serious about getting a good contract.

ASC
STRIKE SANCTION VOTE
TBD/2023

I am in favor of requesting strike sanction from Grand Lodge, as provided in Article XVI of the Grand Lodge Constitution

YES NO

CONTRACT PROPOSAL VOTE (2 BALLOTS)

- ✓ If a majority of voting members vote to **ACCEPT** the contract, negotiations end and the contract is signed.
- ✓ If a majority of the voting members vote to **REJECT** the contract, but **LESS THAN TWO-THIRDS** vote to strike, the contract is automatically accepted by default. The union cannot call a strike.
- ✓ If a majority of voting members vote to **REJECT** the contract, and **TWO-THIRDS (66 2/3%) OR MORE** vote to strike, a strike can be called

ASC
Contract VOTE
TBD/2023

I ACCEPT the contract
I REJECT the contract

Please say that again

ASC
Strike VOTE
TBD/2023
I VOTE TO STRIKE

Yes
No

Failure to obtain two-thirds (2/3) YES in this section of the ballot will result in the acceptance of notification of the company's last and final offer.

“Together AS ONE”

