



# TEAMSTERS LOCAL UNION 117

*Affiliated with the International Brotherhood of Teamsters*

General Public and Private Sector Employees and Special Services Employees in King and Pierce Counties and Employees of the State of Washington

January 9, 2013

Dear Teamsters Local 117 DOC Shop Steward:

The DOC Shop Stewards' Seminar will take place on Friday, March 15, 2013, from 12:00 PM to 5:00 PM, at the Best Western Executive Inn, 200 Taylor Avenue North, Seattle, WA. Your attendance and participation in this event are required.

This year we will have a variety of topics and some guest speakers. Tracey A. Thompson, Secretary-Treasurer of Local 117, and Michelle Woodrow, Director of Corrections and Law Enforcement will provide an update on all of our collective, political, and legal actions on your behalf. Caterina G. Spinaris, Ph.D., LPC, Executive Director of Desert Waters Correctional Outreach, will present an introduction to the course "From Corrections Fatigue to Fulfillment," and a summary of research findings regarding work-related PTSD and other health issues for US Corrections Professionals.

Each year, in addition to our specific training for DOC shop stewards, Local 117 holds an Annual Shop Steward Seminar and Appreciation Day for all shop stewards in the Local Union. Including the DOC shop stewards, Local 117 has about 420 shop stewards who come together that day. Your attendance is also required at this event.

The general Shop Steward Seminar will take place on Saturday, March 16, 2013, from 8:30 AM to 2:00 PM, on the third floor of the Conference Center at the Washington State Convention Center. The Conference Center is directly across Pike Street from the main building. Registration for our general program starts at 7:30 AM. As always, breakfast, lunch, gifts, and guest speakers will be part of the program. Our theme this year will focus on collective action and political action as a tool to increase leverage at the bargaining table.

Recognizing that many of you live outside the immediate area, we offer the following:

1. For all shop stewards living outside of King, Pierce, Kitsap, Snohomish, and Thurston counties, Local 117 will reimburse you for your round-trip travel at the IRS mileage rate. For those of you who can, we recommend and encourage carpooling with other shop stewards from your institution.
2. Local 117 will provide lodging for any DOC shop steward who wishes to stay overnight on Friday, March 15<sup>th</sup> (more than two people in the room is extra and will be at the expense of the shop steward).
3. On the evening of Friday, March 15<sup>th</sup>, all DOC shop stewards are invited to attend a special dinner for you and your immediate family.

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4. On Saturday, March 16<sup>th</sup>, all DOC shop stewards will attend the general Shop Stewards' Seminar and Appreciation Day.

It is not the policy of Local 117 to pay lost time wages for members to attend these seminars; therefore, if you are attending, it will have to be on your own time. This is the policy that applies to all shop stewards at Local 117. If you are having a problem getting the time off work, please contact your Business Representative for assistance.

Your hotel for Friday, March 15<sup>th</sup>, is the Best Western Executive Inn in Seattle. This location is near the Convention Center where the general program will take place on Saturday, and is also where Friday's DOC training and dinner will occur. It is near the Space Needle and other attractions, which should be convenient for everyone.

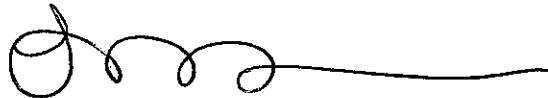
**We must receive your confirmation of attendance no later than Monday, February 11, 2013.** Please return your RSVP card as soon as possible, but no later than February 11<sup>th</sup>, to confirm if you will be joining us. If you have any questions, or need to make changes to your RSVP, call our office at (888) 872-3489, ext. 1253 and speak with Maria Williams. Please keep in mind that if you confirm your attendance, expenses will be incurred by the Local even if you cancel at the last minute. *In order to keep our costs under control, if you RSVP and do not attend or cancel less than one week prior to the seminar, then Local 117 will not pay your steward allowance for the second quarter to cover the cost of unrecoverable expenses. This has become necessary, since historically, roughly 20% of shop stewards who confirm do not show-up for the event. Extensive costs are incurred when members who initially confirm do not attend. We realize that everyone has a busy schedule, but please make this event a priority, as your attendance makes for a more rewarding program for all.*

We look forward to seeing all of you at this year's two-day seminar. We think that you will find the programs on both days to be worthwhile and educational. Again, thank you for all that you do in service to your co-workers and your Union.

In Solidarity,



Tracey A. Thompson  
Secretary-Treasurer



Michelle Woodrow  
Director of Corrections and Law Enforcement

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Enclosures: Map  
RSVP Card