



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 6, 2017

Dear Teamsters Local 117 DOC Shop Steward:

This year's DOC Shop Stewards' Seminar will take place on **Friday, March 10, 2017, from 12:00 PM to 5:00 PM.** Your attendance and participation in this event are required. We are excited to be holding the Friday DOC Shop Steward Seminar at your Union hall in Tukwila and to be providing you with hotel accommodations at the Westin in downtown Seattle.

This year we will cover a variety of topics. John Scearcy, Secretary-Treasurer of Local 117, and Michelle Woodrow, President and Director of Corrections and Law Enforcement will provide an update on all of our collective, political, and legal actions that we have been working on. Dustin Lambro, Political Action Coordinator and Brenda Wiest, Director of Legislative Affairs will give an update on our DOC Lobby Day and discuss what additional work needs to be done to get the Interest Arbitration award funded.

Each year, in addition to our specific training for DOC shop stewards, Local 117 holds our Annual Shop Steward Seminar and Appreciation Day for all shop stewards in the Local Union. Including the DOC shop stewards, Local 117 has about 500 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 11, 2017, from 8:30 AM to 2:00 PM, on the third floor of the Conference Center at the Washington State Convention Center. Registration for our general program starts at 7:30 AM. As always, breakfast, lunch, guest speakers, and a gift will be part of the program. Our theme this year will focus on building power.

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

1. For those of you 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. If you 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 10th (more than two people in the room is extra and will be at your expense).

➤ **Over**

3. On the evening of Friday, March 10th, you are invited to attend a special dinner for you and your immediate family.
4. On Saturday, March 11th, all Shop Stewards from the entire Union will come together for the general Shop Stewards' Seminar and Appreciation Day, your attendance is required.

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 from work, please contact your Business Representative for assistance.

Your hotel for Friday, March 10th, is the **Westin Hotel at 1900 5th Avenue, Seattle, WA**. This location is near the Convention Center where the general program will take place on Saturday. You will need to provide a drivers' license and credit card at check-in to verify identity and also for any incidentals incurred during your hotel stay.

We must receive your confirmation of attendance no later than Friday, February 3, 2017. Please return your RSVP card as soon as possible, but no later than February 3rd, 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. 1225 and speak with Madeline Shumate. 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,



John Scearcy
Secretary-Treasurer



Michelle Woodrow
President and Director of Corrections &
Law Enforcement

JS:js

Enclosures: Directions
RSVP Card
Itinerary