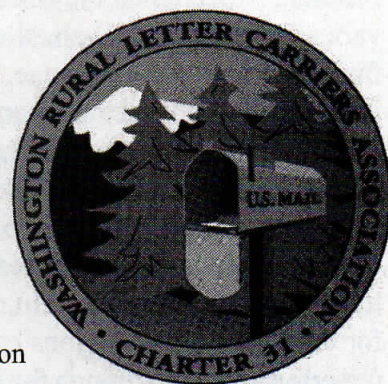


WASHINGTON RURAL CARRIER

Official Publication of the Washington Rural Letter Carriers' Association

January 2007



Where Service Begins With a Smile

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WESTERN STATES AND STATE CONVENTION REGISTRATION FORMS INSIDE

FULL DAY OF RELIEF

Sometimes when the mail is heavy, as it was on Wednesday, January 3, 2007, managers decide to "manage" the mail, as there is way too much mail for a rural carrier to handle in one day. While it is admirable that your manager wants to even out the work load, some carriers and/or RCAs may end up doing more work than they should when they follow whoever worked the route the day before and mail is delayed for the next day. More than one rural carrier has come to work after being off on annual leave and found a tub of flats, or perhaps, more than just a tub of flats, from the day before, or from several days before. Seeing this mail can push the hot button for most of us, as nowadays it is difficult enough to do our own work in a day, much less work that should have been done by someone else. More than one rural carrier has gotten into trouble for loudly announcing in no uncertain terms that this is unfair! It is one thing if every route in the office has mail left, but we have all seen it happen that just one or two routes have mail left, and the other routes had all their mail cased and delivered, as it should have been for all routes.



Problems arise when the rural carrier's work day varies above the daily evaluation. If the mail volume fluctuates above the average, leave replacements in some instances may not perform the same work that the regular carrier would have performed if the regular carrier had been working. Managers will sometimes allow curtailing of mail for a variety of reasons or may instruct leave replacements to leave the office after working the evaluated time for the route. These actions cause work to be left unperformed, even though the leave replacement is receiving pay for performing the work. This causes additional work for the regular carrier on his/her next scheduled day. The regular carrier should not be required to perform work that should have been performed by the leave replacement. Neither the rural carrier nor the leave replacement should leave mail for the next day if he/she is not working the next day. We should not have to do someone else's work.

This situation of having mail left, although not specifically referred to in the contract in black and white, gave rise to enough concern from enough regular carriers that it became an issue.

GRIEVANCES AND DECISIONS

Leave replacements being allowed to leave mail on the relief day that the regular carrier had to case and deliver on his/her next scheduled day caused enough problems that grievances were filed. The regular carriers felt that they were not being given a full day of relief when they had to perform work that was left over from their relief day. The reasoning was that had the regular carriers worked on this day themselves, they would have completed the work. The feeling was that the leave replacements were receiving pay for the daily evaluation of the route and yet not performing all of the work. This resulted in the regular carriers performing the remainder of the work on their next scheduled workday along with their own day's work without additional compensation. In other words, the regular carriers were doing work that someone else had been paid to do and were not being compensated for it.

Eventually, one of these many grievances made its way to Step 4 of the Grievance/ Arbitration Procedure. On April 15, 1988, a grievance filed by A. Szyperski of Sanford, MI, was discussed and the following decision was rendered.

Re: A. Szyperski
Sanford, MI 48657
H4R-4M-C 39280

"...During our discussion, we mutually agreed the replacement for the relief day is compensated for full-day evaluation for the relief day. Accordingly, the substitute should perform the normal duties on the relief day the same as the regular carrier on any other day. This includes casing all mail..."

STEP 4 DECISION IS A TOOL TO USE

This Step 4 decision has become a tool to use in a variety of ways in many "Full Day of Relief" grievances. Eventually the "Full Day of Relief" issue expanded to include not only relief days, but also any time that the regular carrier was on leave.

Some Step 3 decisions went a step further to prescribe remedies for carriers who were left work from their "day off." Some of these include pay for the additional work, an additional day off, and auxiliary assistance. Auxiliary assistance provided by the leave replacement to complete the work that was left from the "day off" is probably the most common remedy.

Although most of the above is addressing the situation of a leave replacement's not completing the full days work and leaving this work for the regular carrier, the reverse is equally true. Regular carriers should not fail to complete the day's work and expect the relief to take care of it the next day.

A WORD OF CAUTION

Carriers and Stewards should be cautious when initiating a "full day's relief" grievance. The Step 4 decision states "... the substitute should perform the normal duties of the regular carrier on any other day." There may be instances due to exceptionally heavy mail volume, adverse weather conditions, etc., where some mail may be curtailed for operational or service reasons, but this delayed mail should be delayed on all routes, not just some routes, as this can certainly cause hard feelings.

A rule of thumb may be, "If the regular carrier had been working under the same conditions, would he/she have stayed until completion, or would he/she have been allowed to leave some of the work for the next day?"

Some questions may help us understand the situation better:

- Did the regular carrier work on the day following the leave replacement's failure to perform the work?
- Did other regular carriers work on the day when the mail was curtailed by the leave replacement(s)?
- If other regular carriers worked on the day in question, did they all perform the work as part of their normal day's activity, or did they also have to curtail mail?
- Did the regular carrier case all mail on the day preceding his/her day off?
- Was the RCA instructed by management not to case the afternoon mail?
- Was the RCA required to work other routes on the day in question? This is a very important question, as the RCA should have finished all work on the primary route before working on another route.

- How long did it take the carrier to case the mail left from the relief day?
- How much mail was left? (DUVRS as well as piece count)
- Did the grievant ask management for auxiliary assistance and what was the reply?

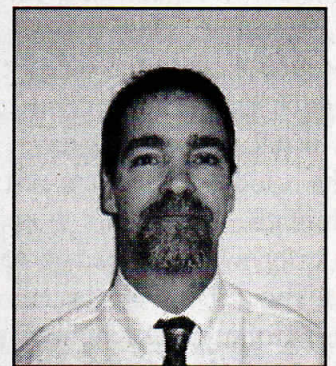
If at all possible, it is best to talk with your manager and appeal to his/her sense of fairness. After all, no one likes to do someone else's work, especially with the workloads we all carry on our rural routes. If you have kept track of the amount of time it took you to case the mail that was left for you, a reasonable manager will give you the same amount of auxiliary assistance. It is the manager's right to manage the mail, but it is also your right to be paid for casing mail that was left for you from the day before.

Patricia Alexander
WARLCA President

Tough Times

Patrick Pitts
WARLCA Vice President

Please, allow me a moment of personal privilege. I may be crossing a line I should not, but it has often been said it is better to ask forgiveness than permission. There is someone in this State Association that I desperately need to talk to. The problem is, I know no other way of contacting them than through this publication. Don't stop reading, because the person I need to reach may be you, or someone you know.



I know you've been going through a hard time. And no, I know it's not always "work." Maybe it was some trouble at home. And "trouble at home" seems so trite and insignificant. I know that you've been through, or are going through some horrendous times. Maybe it's a relationship that's falling apart. The impact on your emotional well-being is unbelievable. You feel as if your entire world is crashing down around you and there's nothing you can do to stop it. You feel as if there is no end to the heartache, the pain, the sorrow ... or the anger may very well be overwhelming.

Maybe you've lost someone very close to you and that loss is seemingly unbearable. The emptiness you feel is overwhelming and you don't know how to stop the hurting in your heart. You can't sleep, you have no interest in food, or maybe it's just the opposite. You can't stop eating, or sleep is a sweet escape from the pain and you sleep all night and take long naps during the day, just so you don't have to think. Not to mention dreading the thought of facing another day at work.

I know you've heard the words before; just tough it out, things will get better, and you'll be OK. Many of us have gone through heartache, or turmoil in our personal lives. But when it's happening to us, when it's personal, none of the "cookie-cutter" words that are offered are sufficient to carry us through. The pain is real. The heart-ache is real. The sorrow is seemingly never-ending.

Maybe it started as simply as a drink after work, which turned into a drink to fall asleep, or maybe a drink to start the day. It became a drink in the middle of the day, just so you could make it through. Maybe it's more than that. Maybe it's a drug which helped to ease the pain you were feeling. Then you started relying on it. And then it became absolutely necessary. You do whatever it takes to help you get through the day.

Trust me, you're not weak. And yes, there is an end to the pain you are feeling, that feeling of despair and hopelessness.

How I wish you would call me and we could talk. How I wish I knew where you were so I could reach you. You can call me you know. I wish you would. But I don't know if I have all the tools, or words to help you reach the other side, to get back on solid footing in your life. But what I do know is that there is someone who knows exactly what you're going through. They know exactly what steps to take to get you on the road to a happy, healthy life. And they are available 24-hours a day, 7 days a week.

Take down this number. Or tear the number out and stick it in your wallet.

1-800-327-4968. Or it might be easier to remember as 1-800-EAP-4YOU.

The assistance available through the Employee Assistance Program (EAP) is not limited to addressing the issues mentioned above. The EAP can help you resolve personal concerns, so you can be your best at work and at home. Among other things, the EAP can help you with: Work Stress, Family/Parenting Issues, Relationship Problems, Anxiety or Depression, Anger Management, Alcohol or Drug Dependencies, Coping with Change, Child Care Services, Elder Care Services, Grief or Bereavement.

The Employee Assistance Program is provided by the Postal Service for its employees and their families through an agreement with the U.S. Department of Health and Human Services, Federal Occupational Health Services. Your privacy is protected by strict federal and state confidentiality laws and regulations and by professional ethical standards for counselors. Information you share with the EAP may not be released to anyone without your prior written consent, except as required by law (e.g., when a person's emotional condition is a threat to himself, herself, or others; there is suspected abuse of a minor child, and, in some states, spousal or elder abuse). At varying times in each of our lives, we must face personal problems. Some problems are more easily resolved than others, but many can best

be solved with professional assistance.

Services are available to Postal Service employees and their families. You can call 1-800-EAP-4-YOU anytime, 24 hours a day, seven days a week — from wherever you are. You will always speak to a live person when you call. There is no cost to employees who receive counseling and other services provided directly by the EAP. If additional outside professional services are needed, the costs are your responsibility if not covered by your Federal Employee Health Benefit Plan or private insurance. The EAP will work with you to identify the best available outside treatment services in line with your individual finances. You can use the EAP to help you deal with any number of concerns, big or small, whether or not they have a direct impact on your work environment. The Employee Assistance Program is a life management tool, designed to help you sort through whatever is happening in your life. Call your program when you need a new perspective on things. Call when you need help identifying your options and making informed choices.

If it is you I was trying to reach, please know you're in my thoughts. If it is someone in your immediate family, someone you are close to at work, please get this information to them. They are important. You are important.

(Portions of this article taken from Publication 519, Employee Assistance Program — "Living Healthy,

District 1 Meeting

Becky Pike

District 1 Representative

Get your calendar out and mark Sunday, March 11 for our next District 1 meeting. It will be held at the same location of the ratification meeting many of us just attended in January.



We will meet at the Doubletree Guest Suites at Seattle Airport/Southcenter. The address is 16500 Southcenter Parkway, Seattle and the phone number is 206-575-8220.

Your state board is working on inviting a speaker to this meeting that would have interesting information for all carriers. We needed to make the location convenient to the airport and carriers from all districts that may want to come. Please join us!

The position of District 1 Representative will be up for election at our State Convention in June and this will be the meeting where nominations are made from District 1 carriers. Nominations may also be made at the convention where all attendees will vote for the representative.

Annual Leave Sharing Program

Cheri Freeman

District 3 Representative

Most of us have heard of donating leave to a fellow carrier who has the misfortune to have a medical condition preventing them from working and who is running out



of sick and annual leave. We may have wanted to donate some of our annual leave and didn't know how to go about it. The following is a condensed version of the Annual Leave Sharing Program.

Annual Leave Sharing Program

EL-510-2003-2/ELM 512.64

LSP (Postal Service Annual Leave Program) allows employees to share leave by donating or receiving earned unused annual leave. Participation is strictly voluntary.

- Eligibility to Receive Donated Leave:

- 1.) Must be incapacitated due to personal health condition (includes incapacitating pregnancy). Medical documentation may be required.
- 2.) Must be absent or expected to be absent from work 40hrs more than earned sick and/or annual leave will cover. (40 hrs of LWOP need not be consecutive, but must be due to qualifying health condition).
- 3.) Submit Form 3970-R, Request to Receive Donated Leave to supervisor for processing. If unable to complete the form any other person can act in the employee's behalf.

- When Eligibility Begins & Ends:

- 1.) When request is approved, earned unused sick and/or annual leave is exhausted and 40 hrs of LWOP are accumulated (due to qualifying health condition) or the date stamped by personnel on the Form 3970-R – whichever is later.
- 2.) Employee has the option (if they have been approved for advanced sick leave) of discontinuing use of approved advance sick leave or waiting until the advance has been used, before using donated leave.
- 3.) Eligibility ends when the employee separates from the Postal Service or returns to work and is no longer affected by the qualifying health condition. Use of donated leave is allowed during recovery periods or relapse due to the qualifying condition, even though the employee is working intermittently or part-time.

- Donation of Leave:

- 1.) An employee may donate up to $\frac{1}{2}$ of the hrs of annual leave the donor will earn during the current leave year. Based on the leave category of the donor at the time of donation.

- 2.) Restrictions:

- a.) Generally within a specified geographical area or facility, except for an eligible parent, spouse, or child who is an eligible employee.
- b.) May not donate to supervisor.
- c.) Must be 8 or more whole hrs of annual leave that has been earned. (Fractions or amounts less than 8 hrs may not be donated.)
- d.) Once the Form 3970-A has been processed, the donor may not reduce or cancel the donation. Additional hrs may be donated to same employee by completing another Form 3970-A. The 8 or more whole hrs applies to each form submitted.
- e.) The donor may not donate annual leave that would otherwise be forfeited by the annual leave carryover limit (leave in excess of the maximum carryover the employee would not be permitted to use before the end of the leave year).

- Donated Leave May be Used:

- 1.) During the recipient's eligibility period while there is a balance of donated leave available.
- 2.) When recipient would be in normal pay status except the incapacitation due to the qualifying health condition.
- 3.) To retroactively replace the 40 hrs that is the LWOP requirement to be eligible to receive donated leave.
- 4.) After earned annual and sick leave is exhausted. If employee had an earned sick or annual leave balance, leave is charged in the following order: first – earned sick leave; second, earned annual leave; third, donated leave.

Dated of donated leave maybe adjusted to dates immediately following the last day actually worked under the following conditions:

- 1.) OPM has approved the employee's application for disability retirement due the qualifying health condition.
- 2.) The employee has not returned to work.
- 3.) Donated leave has been use intermittently between the last day actually worked and OPM's approval of disability retirement.

• **How to Use Donated Leave:**

Submit Form 3971 (Request for or Notification of Absence) noting 'Donated Leave' in the remarks section. The form may be completed and submitted by others acting in the employee's behalf if necessary.

• **Pay Status for Donated Leave:**

- 1.) The period an employee uses donated leave is considered to be paid leave status, except they do not earn sick and/or annual leave on the donated leave hours used. All mandatory and optional deductions, allotments, and net checks to banks continue.
- 2.) A donated leave balance appears the earnings statement once donations have been transferred. The donated leave balance will continue to appear until depleted or employee separates from the Postal Service.

• **Disposition of Unused Donated Leave:**

- 1.) Remains in the employee's donated leave account and may be used to cover subsequent absences for new periods of eligibility.
- 2.) Carried over from one leave year to the next without limit.
- 3.) May not be returned to the donor.
- 4.) May not be donated to another

employee.

- 5.) May not be transferred to another governmental agency.
- 6.) May be used to offset negative sick or annual leave balances caused by serious personal health conditions.
- 7.) Is included in the employee's terminal leave check upon separation. Except for separation for death or disability, it is first applied to negative sick leave balances, then to negative annual leave balances, and then to the terminal leave payment. If the employee separates and then is reemployed with the Postal Service before the period covered by the lump-sum payment for terminal leave expires, unused donated leave must be recredited to the employee's

IMPORTANT ADDRESS CHANGE INFORMATION

Why should I change my address with my Postmaster on the blue page of the USPS when I move? I have submitted a COA, shouldn't that do it?

No it won't!

Social Security gets their addresses from the USPS for active employees. If you don't change your address online in your Post Office you will not get the yearly updates from Social Security, Thrift Savings, Flexible Spending, nor any health benefit changes, information about retirement, etc. Even your W2 goes to your address that you have on file with the USPS.

Don't delay. Take your employee ID number found on your pay stub and your PIN number and have your PM/Supervisor update your address online in your office.

Military Slide Show

Once again Becky Wendlandt is collecting photos of our rural carrier family who are serving or have served in the military. If you haven't already submitted a photo to Becky please do so by mail or e-mail. Be sure to include name and service branch with the photo.

State Secretary – Treasurer's Report

It is not too early to be thinking about what **resolutions** you would like to present at your upcoming county meeting. Your County Secretary will have the form at the meeting,



but bring your ideas in writing so that it can be discussed and voted on. This is the grass roots of how you get your thoughts and concerns to be discussed and voted on at National Convention. If it is important to you, it probably is important to other members too, but somebody has to start the process by submitting the resolution. Why not YOU?

State Convention: WHAT IS YOUR VOTE WORTH? Priceless - the same as each and every one of your fellow county members, board members, and stewards! All county credentialed delegates get paid the same rate for mileage (\$.33 per mile) and same convention allowance (\$250), up to the cap, which has been set at \$27,000 for 2007. (Last year the total delegates pay was \$22,142 for the 57 delegates).

Here are your duties as a credentialed county delegate to State Convention:

- Ø Specific assignments to a committee as notified by the State President.
- Ø Be in attendance at all business sessions of the State Convention beginning with the opening session and not leaving until the Convention has been adjourned.

So, if you can attend all 3 days of State Convention, then make sure you attend your county meeting and ask to have your name on the ballot for State Convention delegate!

You are also welcome to attend any day or part of the convention; however unfortunately, you will not receive reimbursement for it.

National Convention Delegates: The National Convention delegate nomination form will be in the

February Issue thru the May Issue of the National paper. All you need to have your name on the ballot is to complete this nomination form and mail it to the State Secretary. I will acknowledge the receipt of your nomination form with a returned postcard. **If you have not gotten a return postcard from me by 2 weeks after you sent me your nomination form, please call to verify if I have received it. Otherwise your name might not be on the ballot.**

New Address for State Secretary-Treasurer's Office:

After spending half my life in the same house I made the jump and moved! Although I am in an apartment (that is interesting with Lucy the Lab) until spring when the house will be hopefully ready, I have my mail box up at my future home so please note my new address:

2811 N Chase Ln

Liberty Lake WA 99019-5002

Phone: (509) 926-9522 (same)

Fax: (509) 926-9522 (New)

Cell Phone: (509) 710-7840 (same)

E mail: rebeccawen@icehouse.net (same)

Best to you,

Becky Wendlandt

OCTOBER 31-NOVEMBER 1, 2006 MINUTES FROM WARLCA BOARD MEETING

**Homestead Farms Convention Center,
Lynden, WA**

MEMBERS IN ATTENDANCE: Patricia Alexander, President; Patrick Pitts, Vice President; Becky Wendlandt, Secretary/Treasurer; Susie Hill, Editor; Becky Pike, District One; Joanne Blackburn, District Two; Cheri Freeman, District Three; Dave Reppe, District Four; and Charles Alexander, State Steward. Judith Peck, Retired Carrier, was not in attendance and sent a letter of resignation that was read at this meeting.

AGENDA:

- **Positive Go Around - Review Agenda – President's Remarks**
- **Ground Rules**
- **Minutes**
- **Board Policy**
- **Review of 2006 State Convention**
- **State Convention 2007 in Spokane**
- **State Convention 2008 in District One**
- **State Convention 2009/2010 in Spokane**
- **Secretary/Treasurer's Update**
- **ING Trustees**
- **Washington Rural Carrier**
- **Steward Program Update**
- **National Convention 2006 in Charleston, SC**
- **National Convention 2010 in Spokane**
- **DJSC Reports**
- **Next Board Meeting Date and Place**
- **Meeting Evaluation**

At 8:30 AM the board meeting was called to order by President Patricia. The board did a positive go around and reviewed the agenda.

PRESIDENT'S OPENING REMARKS:

President Patricia reported on the National Constitution and Bylaws Review Committee and on the NJSC.

Patricia has asked Shawn Johnson to continue on the Seattle District EAP committee. Monte Hartshorn is on the Portland EAP Committee.

Patricia said the Presidents of all the unions, including the Postmasters, go to an informational meeting at the District Office. Patricia has been going and Patrick will be going when she is not able to attend.

GROUND RULES:

The reading of the ground rules was waived by consensus.

MINUTES:

The minutes from July 6-9, 2006 board meeting was reviewed and approved.

BOARD POLICY:

The board policy was reviewed and updated as follows:

Add Under State Convention:

6. "All expenses generated for State Convention need to be vouchered through the State Secretary/Treasurer with itemized receipts (original if possible) within 30 days of when the expense was incurred and have board approval. All expenses generated by someone other than the chair needs to be approved by the Convention chair first."
7. "All income generated for State Convention needs to be deposited in the WARLCA checking account within a week after receipt."

Add Under State Secretary/Treasurer:

2. "All WARLCA Bank Accounts Statements (APCU checking, savings, certificate of deposits; Washington Trust checking account) will be sent to the President directly from the bank."

Under 2010 National Convention:

1. "The WARLCA 2010 National Convention APCU bank account will be sent to Susie Hill directly from APCU."

REVIEW OF 2006 STATE CONVENTION:

2006 State Convention account will be closed and ended with \$1300.00 sent to WARLCA in October and \$22.10 in November.

STATE CONVENTION 2007 SPOKANE:

The contract has been signed for the Red Lion in Spokane. The dates are:

Board Meeting, Wednesday, June 13, 2007

State Convention starts at 8:30 AM on Thursday, June 14, 2007, with county training scheduled for Thursday evening. Friday evening would be the banquet on the River Queen boat in Post Falls. Per diem lunches to be scheduled for Thursday, Friday, and Saturday.

State Convention ends on Saturday, June 16, 2007. Under new business would be time set for 2010 National Convention update, tour of facilities, and setting up committees. Labor Enhancement Training will be Sunday, June 17, 2007 from 9 AM to 3 PM with a buffet lunch (Potato Buffet)

Total of 100 sleeping rooms have been blocked.

Meeting room rentals are based upon Hotel's realization of 80% of the overnight guest room block and food and beverage revenues placed to the master account. Based on our tentative agenda, meeting room rental charges will be \$200, plus applicable tax. Food and Beverage Minimums are based on WARLCA having a minimum of \$3200 in food and beverage revenue. If less than \$3200, the difference in the amount spent and \$3200 will be charged in meeting room rental.

The board discussed the 2007 State convention fund.

The board discussed the Junior Program and the liability of having additional juniors with the friends of juniors attending.

STATE CONVENTION 2008 DISTRICT ONE:

The board toured Homestead Farms Golf Resort and Convention Center in Lynden, WA and Patricia signed the contract. They have 30 rooms in the hotel, plus 6 Great Links Lodge condos, so we would be their only guest during this time. Cost is \$74 single/double farmhouse std and \$89 single/double farmhouse deluxe. The Great Links Lodge Condos are \$129 single/double. All have \$2 resort fees per night. Dates are:

Friday 6/20/08: 5 rooms held in Great Links

Saturday 6/21/08: 14 rooms held. Board meeting all day

Sunday 6/22/08: 36 rooms held. Steward Training all day

Monday 6/23/08: 36 rooms held. Convention Starts, Officers Training in Evening

Tuesday 6/24/08: 36 rooms held. Convention 2nd day, Association Banquet in Evening

Wednesday 6/25/08: no rooms held. Last day of convention..

Room reservation deadline is 5/23/08. We need to meet 50% of the rooms blocked (minimum 60 rooms). If juniors are eating at the hotel for their banquet they need a head count ahead of time. Joe and Becky Pike will need to coordinate junior functions at the hotel. Overflow hotel is the Windmill in downtown Lynden.

STATE CONVENTION 2009 AND 2010 IN SPOKANE:

The board decided to change the district rotation and have State Convention 2009 and 2010 in Spokane to be able to have time for the committees to meet and work for 2010 National Convention. In 2009 in Spokane the board discussed adding a day for National Convention Committees to meet.

SECRETARY-TREASURER'S UPDATE:

Correspondence:

Letter from Judi Peck resigning as PAC chair and retired representative; Judi will be greatly missed! Patricia, with board approval, appointed Ed Koschalk as retired representative to complete Judi's term, and Susie Hill as PAC chair.

Membership:

Currently (as of this pay period) membership is at 1903, the highest we have ever been at thanks to the insurance for RCAs. Membership Recruitment: Discussion on membership recruitment.

Vouchers: The first quarter vouchers for 06/07 were reviewed and approved by the President, Vice President, and at least one District Representative.

Equipment:

The board reviewed future needs for equipment and software. No new equipment is needed at this time. The Assistants loved the full version of Acrobat 7 Professional.

Budget for 06/07 Year:

The board reviewed the budget. Becky presented the Annual Lost Revenue Report as of October 31, 2006. It is as follows:

<u>Total Non Members:</u>		<u>State Portion Dues:</u>	<u>Total Lost:</u>
Regulars:	226	\$378	\$ 85,428.00
Reliefs:	<u>324</u>	\$150	<u>\$ 48,600.00</u>
TOTAL:	550		\$134,028.00

Ad Hoc Academies:

Becky reported that National is looking at getting the information on orientation so that a union representative can attend. The board brainstormed ideas:

- ✓ Send welcome kit to new members inviting them to county meeting
- ✓ Use incentive to get new hires to join, such as returning the form and getting a gas card, etc.
- ✓ Using a cash award to those signing someone up and/or those signing up (use in the spring)

Future Meeting Dates:Steward Training - Local:

Reimbursement for new local steward is \$150, first enhancement is \$100, and 2nd enhancement is \$35. This year we need to have 2 different trainings minimum. One was in October, and one will be in January from National. Board decided to have the stand alone training, 2 on the west side (Olympia/Tacoma and Everett) and one in Spokane in conjunction with State Convention. Patrick has already done the first training at Snohomish on October 29 with 15 being enhanced. Charles will set up dates and training places as well as trainers. Training will be just for certified local stewards. Anyone is welcome to audit a new local steward training. If they have observed a new local steward training they can then observe enhancement training, no reimbursement. If anyone is interested in observe a new local steward training they can contact the State Steward, no reimbursement. Charles suggested a pin for those attending all 3 trainings as an elite status.

Steward Training – Assistants:

Regional Training: Dec 10 to 14th, 2006 in Las Vegas for all Assistants and State Steward.

National Steward Training Seminar 2007: Renee' goes with Charles in March 22, 23, and 24th, 2007 at NRLCA in DC for National Steward Training.

District Meetings: District meetings will have current issues and possibly National speaker or State Steward.

District One: March 11, 2007 from 1 to 4, in Seattle area.

District Two: February 25, 2007 from 1 to 4, in Olympia area possibly.

District Three and Four: April 15, 2007 from 1 to 4 combine district meeting. Contract has been signed with the Red Lion Inn at the Park in Spokane.

Spring Board Meeting: Spring Board meeting will be in conjunction with District One, March 12, 2007, Monday, from 8 to 5. On Tuesday, March 13, 2007 board will be from 8 to noon.

Convention Board Meeting: Last board meeting just before State Convention will be in Spokane on Wednesday, June 13, 2007, from 8:30 AM to 5 PM.

First Board Meeting for 07/08: Susie suggested we reserve dates in July next year for the board meeting so that time will be set aside.

ING TRUSTEES:

Charles reported that Judi asked to be replaced as a trustee for ING.

WASHINGTON RURAL CARRIER:

The board set up the dates for the upcoming paper:

3rd paper: To printer by Jan 10, articles to Susie by Jan 5. Included will be State Convention Registration, new members, deceased members, financial statement, information article on State Convention (by Cheri), Thank you to Judi (by Patricia), articles from all board members, next deadline, all articles need to be in black and white, Western States, Campaign notice (Feb 20 deadline)

4th paper: To printer by Mar 1st, articles to Susie Feb 20. Included will be campaign announcements and State Convention Registration.

5th paper: To printer by end of April, articles to Susie April 15. Included will be State Convention Registration.

Note: Last day to have county meeting is May 4, 2007.

STEWARD PROGRAM UPDATE:

Charles updated the board on grievances and the dynamics in the different Districts. Charles said 90% of the grievances are out of Seattle. He has had 8 Step 3 just this week. Charles said Step 3's are up 60% from same period last year. We are up to 116 Step 3's on the current contract as of now (Spring 2002 to present).

Charles pulled up a list by all offices in the Seattle District and wants to have each office assigned to a local and assistant State Steward. He thinks it would be nice to have this as a master list for all the board and assistants. Charles will put together a mailing for all active carriers with the main focus to be to give each member 2 of the Weingarten cards. Charles will design letter to emphasis the Weingarten Cards. It will be 3 pages and have the chart for which office has which steward representing it.

Charles updated the board on CDS (Contract Delivery Service). It is a new name but same as HCR (Highway Contract Routes). HCRs were on sparsely populated highways. Postal Service needed to change the name so they could change the rules. CDS is a way to create employees without benefits, without union, without health insurance, cola's, etc. This is an assault to the rural carriers, especially where there is land boom, like new developments building in open area with thousands of homes close together. Renee' has filed 2 grievances on this already.

Charles is meeting with the District Manager and/or Bob Nelson on CDS and the formula. Patrick's argument on the formula went back to the original 3 criteria; Regulars working relief day on more than infrequent basis, shortage of relief carriers, and inability to hire

leave replacements. Focus on the inability. District is just looking at DACA 3/5, not on the local PM hiring leave replacements which they are doing. Patrick's argument: if they are hiring leave replacements how do they have an inability to hire? Patrick has 2 grievances from Silverdale and Bremerton on this.

Charles said there might be possible denied time to attend union meetings. This is on Charles list and he will talk to Seattle and with NRLCA on this. Patricia will also check with NJSC on denying time for QWL work.

Patrick and Cheri updated the board on the Assistant State Steward retreat and training. Both felt it was the best training they have had. Feedback from the group was that they appreciated the training and want to continue it yearly. Charles handed out the agenda from the 1.5 day training which included:

Greetings from the State Steward	15 minutes
Discuss and Change Agenda, if necessary	15 minutes
Surviving and Working Together: Discussion	30 minutes
Vouchers and Budget	30 minutes
Suggestions, Feedback, and Group Photos	30 minutes
CDS/HCR Presentation: Joyce 130 page handout	60 minutes
Round Table Discussion for Upcoming Meeting with Seattle OPS	60 minutes
Department of Labor Presentation: Marty Eskenazi (good friend of Michael Gan)	60 minutes
Distribute Folders and Discuss Contents	15 minutes
Install Acrobat 7.0 on our Laptops	20 minutes
Searchable Index Building Training	20 minutes
Misc. Acrobat 7.0 Training, OCR, Page Numbering, Batch Files, etc	30 minutes
Dealing with Postal Inspectors: Patrick – PowerPoint	30 minutes
Dealing with Route Adjustments: Renee' – Folder	30 minutes
Rural Carriers w/ Medical Conditions: Monte	30 minutes
Rural Carriers on OWCP and Managers Statements: Patricia	30 minutes

NATIONAL CONVENTION 2006 IN CHARLESTON, SC:

Delegate at Large Patricia announced that all delegates were in attendance and all seminars were covered by delegates. Patrick suggested that the State organize a dinner night on Tuesday night for the delegates to work through the proposed CBL and Resolutions.

Patrick suggested that the State pays for an alternate delegate. The board discussed that other states pay half or full delegate pay to one or more alternate delegates. This would need a constitution and bylaw proposed change for the state convention delegates to decide.

NATIONAL CONVENTION 2010 IN SPOKANE:

The board decided to hold a logo contest for the 2010 National Convention. Rules are as follows:

Logo Contest – your logo will be used and credit given. Open to Washington members and families. Deadline is March 1, 2007, to be decided by the board at the March 12, 2007 board meeting. Winner gets Logo shirt and \$50 Savings Bond. Theme can be up to each

artist but suggest it be around rural delivery and Spokane and/or Washington theme. Logo entry must be on standard 8 1/2 by 11, no less than half page size, and either be in black/white or color. Digital format would be appreciated but not required. Electronic or mail in submissions to Susie Hill with Name, Address, and Phone number on back or with the electronic submission.

The board discussed the Spokane Convention Bureau's booth and the need to have no more than 2 in the booth from Sunday through Friday at National Convention (one being the representative from Spokane CVB).

Susie has the Red Lion gift certificate for 2 deluxe room nights at the Red Lion, good to December 31, 2010.

The board discussed different fund raisers like "huckleberry (blueberry), magnets, and collectors' spoons, shot glasses, notepads, donations of used books, CD's, DVD's, and designing polo shirts for 2010 National Convention.

DJSC REPORTS:

Portland DJSC: Charlie Brown, co chair of the Portland DJSC, rotation has been extended.

Seattle DJSC: Compliments to Patrick on his hard work on the DACA 3/5. Becky Pike suggests that Patrick stay on the DJSC longer because of the projects they are working on. Also the board decided that Becky Pike should extend another year to make the rotation at different years.

The board discussed that since the DM is invited to the Seattle AJSC review that the State Steward should be invited too.

Spokane DJSC: Brian Draper will be replacing Deb Hurd from Idaho on the Spokane DJSC. Cheri reported on their pilot project, which is training the reliefs to take DPS to the street and merged it with the left hand drive project. Pat Conrad and Patricia Connelly are both coming to the November 16-17 Spokane DJSC meeting. Managers do not see DPS as an error when it is delivered wrong, which is hard to understand as it is a misdelivery. Mentoring does work no matter how it is done.

NEXT BOARD MEETING DATE AND PLACE:

Spring Board Meeting: Spring Board meeting will be in conjunction with District One, March 12, 2007, Monday, from 8 to 5. On Tuesday, March 13, 2007 board will be from 8 to noon.

The board meeting closed with a go around for evaluations and ended at 5:30PM

Respectfully Submitted:

Rebecca Wendlandt

WARLCA Secretary/Treasurer

Washington Rural Letter Carriers' Association **Previous Year Comparison Statement of Activities**

Page 1 of 2

July through November 2006

	Jul - Nov 06	Jul - Nov 05	% Change
Ordinary Income/Expense			
Income			
400000 · Dues Income	217,283.82	213,880.27	1.6%
410000 · National General Insurance-GM...	15,814.32	15,720.36	0.6%
420000 · Reimbursements & Refunds	10,354.60	6,349.25	63.1%
Total Income	243,452.74	235,949.88	3.2%
Expense			
500000 · Per Capita Expenses	7,607.80	4,199.17	81.2%
520000 · Meetings and Conventions	54,177.65	32,241.60	68.0%
530000 · Equipment Fund	1,117.85	5,336.48	-79.1%
550000 · Other Expenses	14,145.98	17,016.01	-16.9%
610PA · President - P. Alexander	1,926.33	793.28	142.8%
620MH · Vice President - M. Hartshorn	0.00	793.28	-100.0%
620PP · Vice President P Pitts	1,453.47	0.00	100.0%
630RW · Sec/Treas. - R. Wendlandt	18,645.31	16,845.05	10.7%
640SH · Editor - Susie Hill	2,381.76	1,215.96	95.9%
645000 · Washington Rural Carrier (WRC)	2,902.93	2,457.80	18.1%
650RP · District 1 - R. Pike	1,539.28	973.17	58.2%
660JB · District 2 - J. Blackburn	1,723.57	769.83	123.9%
670CF · District 3 - C. Freeman	1,663.16	1,018.32	63.3%
680DR · District 4 - D. Reppe	2,142.72	991.60	116.1%
700CA · State Steward - C. Alexander	14,633.07	16,674.27	-12.2%
705000 · Steward Training Expenses	7,481.77	7,959.90	-6.0%
710JP · Senior Asst. Stew. - J. Peck	1,813.86	12,160.94	-85.1%
740MH · Senior Asst. Stew - M. Hartshorn	3,446.12	4,408.23	-21.8%
750PA · Senior Asst. Stew - P. Alexander	8,252.77	13,952.32	-40.9%
770JP · Senior Asst Stew - J. Patteson	11,804.16	13,861.13	-14.8%
780PP · Senior Asst Stew - P. Pitts	14,376.22	14,005.95	2.6%
790JF · Asst. Stew - J. Frymire	6,152.13	5,218.54	17.9%
791RC · Asst. Stew - R. Cowan	9,252.81	8,142.71	13.6%
792CF · Asst Stew - C. Freeman	8,049.53	4,638.07	73.6%
880LS · Local Steward	85.10	93.76	-9.2%
Total Expense	196,775.35	185,767.37	5.9%
Net Ordinary Income	46,677.39	50,182.51	-7.0%
Other Income/Expense			
Other Income			
450000 · Interest Income	988.89	457.73	116.0%
Total Other Income	988.89	457.73	116.0%
Net Other Income	988.89	457.73	116.0%
Net Income	47,666.28	50,640.24	-5.9%

Washington Rural Letter Carriers' Association
Statement of Financial Position
As of November 30, 2006

Page 2 of 2

	Nov 30, 06	Nov 30, 05	% Change
ASSETS			
Current Assets			
Checking/Savings			
101000 · Chkg - WA Trust Bank	24,824.80	-2,713.98	1,014.7%
102000 · Svgs - APCU	40,291.88	113,554.30	-64.5%
103000 · Chkg - Atlanta Postal Credit Un	1,296.17	1,247.87	3.9%
140000 · C.D.#1 - APCU 12 mo (5-15-2...	25,496.57	0.00	100.0%
141000 · C.D.#2 - APCU 12 mo (8-1-20...	25,234.67	0.00	100.0%
142000 · C.D.#3 - APCU-12 mo (11-7-06)	25,000.00	0.00	100.0%
Total Checking/Savings	142,144.09	112,088.19	26.8%
Total Current Assets	142,144.09	112,088.19	26.8%
TOTAL ASSETS	142,144.09	112,088.19	26.8%
LIABILITIES & EQUITY			
Equity			
390000 · Net Assets	94,477.81	61,447.95	53.8%
Net Income	47,666.28	50,640.24	-5.9%
Total Equity	142,144.09	112,088.19	26.8%
TOTAL LIABILITIES & EQUITY	142,144.09	112,088.19	26.8%

To Contribute to NRLCA-PAC through PostalEase

(Employees are currently limited to two payroll allotments)

Follow the instructions below:

1. Add your Employee ID number to the 9-digit COPA account number (163055555) in line 11 on this form. This 17-digit number (no hyphens) will enable the NRLCA to identify this contribution as having come from you.
 2. Dial 1-877-477-3273 (1-877-4PS-EASE).
 3. Press #1 for PostalEase.
 4. When prompted, enter your employee identification number.
 5. When prompted again, enter your USPS PIN number. (If you do not have a USPS PIN or cannot remember your PIN, follow the instructions on this form, under "Don't Have Your USPS PIN?").
 6. When prompted, choose option #2 (to select payroll allotments).
 7. When prompted, choose option #1 (to select type of allotment).
 8. When prompted, press #2 to continue.
 9. When prompted, press #3 to "add" the allotment.
 10. When prompted, add routing number: 051400549.
 11. When prompted, enter the NRLCA account number: 163055555 _____, followed by your Employee ID (no hyphens, 17 digits total). Press #1 if correct.
 12. When prompted, press #1 for checking.
 13. When prompted for the dollar amount of the allotment, enter \$____.00, your choice for a biweekly allotment. Press #1 if correct.
 14. When prompted, press #1 to process.
- At this point, you'll be provided with a confirmation number and the start date of the allotment. Record the confirmation number _____ and start date _____.
15. Press #1 to repeat, or press #9 to end the call.
- Retain this form for your records.

Automatic Payroll Deduction to PAC for active members

This NRLCA-PAC solicitation is paid for by the National Rural Letter Carriers' Assoc., 1630 Duke Street, 2nd Floor, Alexandria, VA 22314. (703) 684-5545; it is not authorized by any candidate or candidate's committee. Contributions or gifts to NRLCA-PAC are not deductible as charitable contributions for federal income tax purposes. NRLCA-PAC will use the contributions it receives for political purposes, including making contributions to candidates for federal, state and local offices, and addressing political issues of public importance. Contributions to NRLCA-PAC are voluntary. More or less than the suggested amount may be given, and the amount given or the refusal to give will not benefit or disadvantage the person being solicited. Federal law requires political action committees to report the name, mailing address, occupation, and employer for each individual whose contributions aggregate in excess of \$200 in a calendar year.

Don't Have Your USPS PIN?

To obtain your PIN: Call PostalEase at 1-877-477-3273. Press #1 for PostalEase. When prompted, enter your employee identification number. When prompted for your PIN, pause, then press #2. Your PIN will be mailed to your address on record the next business day.

WARLCA BOARD POLICY**JULY 1, 1993 THROUGH NOVEMBER 1, 2006**

Last Update on November 1, 2006 at the Lynden, WA Board Meeting. Bold Print indicates change from last update.

ADOP (ASSOCIATION DAY OF PAY):

July 6, 2006 Spokane, WA

1. An Approved PS Form 3971 for all scheduled work days shall be submitted with the voucher for ADOP.
2. ADOP cannot be paid in conjunction with sick leave or any day while on official postal employment.
3. Any required meeting, when a person's total travel/meeting time exceeds 12 hours in 1 day, that person is eligible for ADOP the following day.
4. The Board policy is to preview ADOP needs for current and future meetings.
5. The Senior and Assistant State Stewards should notify the State Steward on their ADOP usage.
6. The Area Stewards will notify the appropriate Senior or Assistant State Steward prior to using ADOP.
7. Any ADOP taken on Sunday or Holidays must have prior approval from the State Steward if they are in the steward program or State President if they are on the board.

February 17, 2005 Tacoma, WA

8. All ADOP vouchers must be in the State Secretary's office by the Monday preceding the Postal Service's Pay Day.

LOST SICK LEAVE AND ANNUAL LEAVE:

December 30, 2003 Tacoma, WA

1. Lost Annual and Sick Leave when using LWOP chart:

LEAVE EARNING CAPACITY:	13 Days	20 Days	26 Days	
Lost Sick Leave:	(1/2)	(1/2)	(1/2)	
Lost Annual:		(1/2)	(3/4)	(1)

SIZE OF ROUTE:	H	J	K	
Day you lose sick leave and annual		12	11	10

July 6, 2006 Spokane, WA

2. Lost sick leave and annual days will be paid at the time they are lost. Each employee is responsible to track his/her lost sick leave and annual and submit a voucher for reimbursement. Only USPS LWOP days taken for union business are eligible to be used for lost sick leave and annual. Unscheduled days, relief days, annual days, sick leave days, F, P, X, or Z days, and holidays at the Post Office are not added to the lost sick leave and annual days tracked total. Voucher can reflect full days and 1/2 or 3/4 of a full day loss.
3. State Secretary/Treasurer to send monthly printouts of ADOP usage for association work and LWOP usage for lost sick leave and annual with each financial statement sent to the board.
4. ADOP will be paid at a 44 K step 12 on the current USPS salary chart, or the employee's route evaluation, whichever is higher. A Form 50 or pay stub must be submitted once a year and/or at any route evaluation change if ADOP is paid at the employee's route evaluation.

MAILING LISTS:

July 6, 2006 Spokane, WA

1. Upon request, all board members will receive membership information/updates from the State Secretary/Treasurer.
2. All requests for membership information, including mailing lists, will be made to the State Secretary and is to be used for Association business only.
3. County Secretaries will receive a printout of all members and non-members in their county upon request, from the State Secretary.
4. Any Board member or steward doing a mailing will send to the State Secretary, a copy of that mailing, who it was sent to, and date, to be kept on file in the secretary's office.

E MAIL LISTS:

July 10, 2000 Spokane, WA

1. All elected and appointed officers and stewards are not to forward E-mail addresses without permission of the address holder.

CAMPAIGNING:

July 23, 1996 Spokane, WA

1. Campaigning only allowed in the Spring Issue of the "Washington Rural Carrier" and at meetings where the meeting notices states "Campaigning will be allowed".

July 29, 2002 Bellingham, WA

2. Campaigning in the "Washington Rural Carrier" will be unedited, no more than 1/4 of page in size, and may be modified by the Editor to fit the paper's format.

August 16, 1998 Renton, WA

3. No Board member shall include campaign announcements in their reports including the intent to run for re-election or for any other position. Reports are not to include candidate endorsements.

July 26, 2004 Spokane, WA

4. The WARLCA Secretary's office will make available to any candidate or candidate's campaign, self-adhesive, pre-printed address labels of all WARLCA Officers, State Steward, Assistant State Stewards, Area Stewards, and County Officers for any campaign announcement or mailing desired. The fee for the labels is 4 cents each. Requests must be made in writing and sent to the WARLCA State Secretary. The request must contain a statement that the purpose in obtaining the labels is for the announcement or campaigning related to the individual seeking a state officer position and/or as a delegate to national convention. A copy of that mailing must also be included with the request for the WARLCA files. The recipient will receive an invoice for the number of labels on the list at the time of mailing from the State office.
5. The WARLCA Secretary's office will also provide the Department of Labor rules concerning the use of the WARLCA membership's address being available for campaigning for state officer position and/or as a delegate to National Convention. Once Department of Labor rules are complied with, the WARLCA State Secretary's office will honor any reasonable request, as determined by the board, by a WARLCA member candidate/delegate to distribute campaign literature to all WARLCA members at the candidate's expense. Requests will be honored in the order received. Campaign literature must be provided to the Secretary's Office in sealed, return address affixed, stamped envelopes, which are ready for mailing. Each candidate should check with postal officials to determine the proper postage. The hourly cost to affix the label to each envelope will be the responsibility of the candidate, and the recipient will receive an invoice for the hourly cost at the time of mailing from the State office. The hourly cost will be the same hourly rate as a 48 K, step 12. The candidate will also need to provide with the request a statement that the purpose in using the WARLCA's membership labels is for the announcement or campaigning related to the individual seeking a state officer position and/or as a delegate to National Convention. A copy of that mailing must also be included with the request for the WARLCA files.

August 2, 1997 Spokane, WA

6. At State Convention, campaign materials may only be distributed at or near the entrance of the convention floor.

October 16, 1999 Tacoma, WA

7. The Editor will review all articles from the Board Members and Stewards for compliance to the Board policy on campaigning and has the right to edit it.

July 10, 2000 Spokane Wa

8. No elected WARLCA officers, State Steward, Senior Assistant State Steward, Assistant State Stewards, or Area Stewards are to use E-mail addresses to campaign for themselves or others on a State level.

BOARD REPRESENTATION AT COUNTY MEETINGS:

August 29, 1993 Everett, WA

1. The Board recommends that county meetings holding elections have state officer(s) in attendance.

July 6, 2006 Spokane, WA

2. District Representatives are encouraged to attend each county meeting in their District. District Representatives (or their State-level designee) must attend each annual county meeting in their District. District Representatives are not required to attend any county meetings outside their District unless designated to do so by the Board. For attending the counties Annual meeting in their District, except for their own county, District Representatives (or their state-level designee) will be reimbursed a stipend of \$100 plus round trip mileage or ADOP if total time expenditure is over 12 hours plus round trip mileage. District Representatives or their designee are to send to the Board members an E-mail overview of the county meetings they attend within one week following the meeting.

July 26, 2004 Spokane, WA

3. If a Board member receives a written invitation to be the speaker at a county meeting other than their own, they should consult with the President or Vice President first. (This applies to District Representatives only if the county meeting is outside their district.) Any Board member can go to any meeting at his or her own expense without consulting with the President or Vice President.
4. The State Steward and/or Senior and Assistant State Stewards, when requested in writing to be the main speaker at county meetings, once approved by Board or President, should coordinate with appropriate Senior Assistant State Steward or Assistant State Steward and District Representative.

REIMBURSEMENT OF EXPENSES:

June 29, 1995 Spokane, WA

1. Local Steward reimbursement for training will be established by the board on a meeting-by-meeting basis.

July 6, 2006 Spokane, WA

2. No vouchers are paid without receipts.
3. All payroll vouchers are due on the Monday before the Postal payday. All expense vouchers are due within 30 days of the expense being incurred, except for local stewards which are due within 90 days. Any person late on expense and/or payroll vouchers must first notify the State Steward for steward reimbursement or the State President for board expenses. All expenses must be turned in on a WARLCA Expense Claim Form that is signed, dated, and includes receipts. (Original Receipts whenever possible.) All vouchers from Local Stewards and Area Stewards should be submitted to the State Steward for approval.
4. Secretary to review all bills before paying. The Secretary will call the President with any questionable bills. President then will call person submitting the bill. After explanation, the President talks with the Secretary and then notifies the rest of the Board if problem still exists. All bills and vouchers can be reviewed by individual board members if requested. The President, Vice President, State Steward, and 1 District Representative will review all bills on a quarterly basis. Each District Representative shall be responsible for reviewing one quarter of each year.
5. For State Steward, Senior and Assistant State Stewards, and Secretary-Treasurer, the Board recommends a separate dedicated phone line or cell phone for Union business, and the WARLCA will pay all costs, including installation, associated with that Union line upon receipt of voucher and bill.

July 13, 2003 Spokane, WA

6. Any requests for reimbursement in excess of current allowances and/or approved expenses as listed in Board policy or WARLCA Constitution and Bylaws are to be submitted on a separate voucher to be reviewed by the Board before payment.

July 26, 2004 Spokane, WA

7. The WARLCA will reimburse the President, Vice President, District Representatives, Retired Representative, and Area Stewards up to \$15.00 a month for internet fees. The WARLCA will reimburse the Editor, State Steward, Senior and Assistant State Stewards, and Secretary actual cost of high speed internet.

December 30, 2003 Tacoma, WA.

8. WARLCA will pay \$50 a month, excluding July, to the Assistant State Stewards, Senior Assistant State Stewards, State Steward, and Secretary Treasurer for personal office and equipment usage. The Editor shall receive \$50 per WRC issue for personal office and equipment usage.

October 27, 2004 Seattle, WA

9. Any equipment and/or software over \$200 needs to have prior board approval. Such approval can be from a board meeting and/or E mails by a majority of the board members.

July 27, 2005 Spokane, WA

10. Actual reasonable cost of lodging and a meal allowance of \$30.00 will be reimbursed for each overnight stay that is required for association business.

11. Mileage, at the current IRS allowable rate, will be reimbursed to driver only for approved association business.

12. All board members and appointees are responsible for confirming, guaranteeing, and canceling their own room reservations. If they are unable to attend, they are to notify the President or Secretary-Treasurer.

January 14, 2006 Everett, WA

13. With advance approval by the board, a stipend of \$150 will be paid to non WARLCA employees to testify at an arbitration.

April 21, 2006 Las Vegas, NV

14. For conducting the District Meeting, the District Representative will be reimbursed a stipend of \$100 plus round trip mileage, or ADOP if total time expenditure is over 12 hours plus round trip mileage, starting with the 2006 District meetings.

CONTRACTS AND PO 603'S:

July 26, 2004 Spokane, WA

1. The PO 603's, contracts, and analysis will be sold to any one who requests them. Certified Local Stewards will receive at no cost one copy of the PO 603, contract, analysis, and Supervisors Guide to Discipline after certification.

MEMBER OF THE YEAR:

July 26, 2004 Spokane, WA

1. Member of the Year Forms to be available from all Officers and at District Meetings. Form will also be printed in the "Washington Rural Carrier." The State Secretary will send forms to all county presidents and/or secretaries once a year.

March 28, 2004 Spokane, WA

2. Selection Committee to be all members of the Board not nominated for Member of the Year.

3. Nominations for Member of the Year should be postmarked no later than 14 days prior to the opening of State Convention but received no later than the beginning of the Board meeting preceding State Convention.

4. Nominations to be sent to Vice President.

October 18, 1997 Wenatchee, WA

5. Decision will be made at Board Meeting before State Convention by secret ballot. Selected nominee must receive more than 50% (majority) of the votes cast.

August 16, 1998 Renton, WA

6. The current Vice President will be responsible for securing photo and plaque, and writing a short article for the convention and fall issue of WRC.

STATE CONVENTION:

July 13, 2003 Spokane, WA

1. The Vice President will be responsible for developing 'Convention Standing Rules' that will first be reviewed by the Board for Board approval and then submitted to the delegates for approval.

July 22, 2001 Spokane, WA

2. Concerning Delegates to National Convention:

- A. Secretary to ask at State Convention for those who were on the ballot to sign a form indicating their intention of going or not going to National Convention.

- B. Secretary to send a certified letter to those who have not signed a form asking that they notify the Secretary by July 10 or they will not be eligible for reimbursement.
- C. A delegate who has credentials for National Convention and then decides not to go must immediately return their credentials to the State Secretary-Treasurer.

July 6, 2006 Spokane, WA

- 3. The Board will review and the President will sign all contracts relating to State Convention.
- 4. The Convention chair will be responsible to have financial closure for the State Convention at the close of business of that year's convention. Financial report will be submitted to the State Secretary-Treasurer no later than August 1 following closure of convention.
- 5. The State Convention County Officer Training will be free for all current County Presidents, Vice Presidents, and Secretary-Treasurers.

November 1, 2006 Lynden, WA

- 6. All expenses generated for State Convention need to be vouchered through the State Secretary/Treasurer with itemized receipts (original if possible) within 30 days of when the expense was incurred and have board approval. All expenses generated by someone other than the chair needs to be approved by the Convention chair first.
- 7. All income generated for State Convention needs to be deposited in the WARLCA checking account within a week after receipt.

DOOR PRIZES AT DISTRICT MEETINGS AND STATE CONVENTION:

July 6, 2006 Spokane, WA

- 1. All Association, Auxiliary and Junior Members present may participate in the door prize drawings.

"WASHINGTON RURAL CARRIER" PAPER:

April 6, 1997 Kennewick, WA

- 1. The Editor is to notify each board member two (2) weeks prior to article deadline and to print article deadline in the previous issue of the WRC paper. Articles received after the deadline may be printed at Editor's discretion.

July 6, 2006 Spokane, WA

- 2. If the Editor wants to modify content of a submitted article, he/she will contact the author before printing.

July 13, 2003 Spokane, WA

- 3. The Editor may include articles and letters from the membership at his/her discretion.

STATE SECRETARY-TREASURER:

August 2, 1997 Spokane, WA

- 1. A full audit will be authorized by the Board whenever the State Secretary-Treasurer leaves office.

November 1, 2006 Lynden, WA

- 2. All WARLCA Bank Accounts Statements (APCU checking, savings, certificate of deposits; Washington Trust checking account) will be sent to the President directly from the bank.

BOARD OFFICERS & STATE STEWARD ANNUAL DUTIES & RESPONSIBILITIES:

July 6, 2006 , Spokane, Wa

- 1. At the first Board meeting all meeting dates for the year will be established and published in the minutes and in the WRC subject to unforeseen circumstances and with board approval.
- 2. At the first Board meeting all mailing dates for the WRC will be established and published in the minutes and in the WRC subject to unforeseen circumstances and with board approval.
- 3. At the first Board meeting the budget will be projected and published in the WRC.
- 4. At the first Board meeting the Officers' Duties and Responsibilities Notebook will be reviewed to ensure that it is up to date and will be used for a group/Board training to update each Board member of their duties and responsibilities subject to unforeseen circumstances and with board approval.

BOARD MEETINGS:

July 6, 2006 Spokane, WA

1. The State Steward will attend all board meetings.
2. The Retired Representative is not required to attend all board meetings.

WARLCA EQUIPMENT:

December 30, 2003 at Tacoma, WA.

1. All WARLCA equipment is to be labeled "Property of WARLCA".
2. The State Secretary is to keep on file a listing of all WARLCA equipment. Each year the list is to be reviewed by the Board.
3. Any WARLCA computer and/or hard drive that are sold or destroyed shall have all union data irretrievably erased.
4. Any union data on personal computers must be irretrievably erased after file data transfer when an officer/steward vacates their position.

RETIREMENT PROGRAM:

July 26, 2004 Spokane, WA

1. The WARLCA will fund a retirement program for all employees who have met the minimum qualification of having used over 10 days of ADOP in the preceding year.
2. The Board will decide at the first Board meeting who will be the trustees of the retirement program.
3. The WARLCA will pay 1% for all and will match up to an additional 4% of wages.

RURAL CARRIER LONG TERM DISABILITY PLAN (RCLTDP):

July 26, 2004 Spokane, WA

1. The WARLCA will reimburse 25% of the RCLTDP expense for all elected Board officers, State Steward, Senior Assistant State Stewards, Assistant State Stewards, and Area Stewards, or equivalent plan with Board approval.

2010 NATIONAL CONVENTION:

November 1, 2006 Lynden, WA

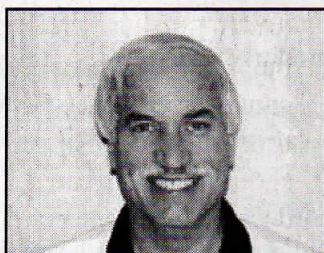
1. The WARLCA 2010 National Convention APCU bank account will be sent to Susie Hill directly from APCU.

NEXT DEADLINE

Deadline for the next issue is February 20. This issue will include campaign notices for those wishing to run for State office and/or a National Delegate position. Candidates may submit a short campaign statement, using Microsoft Word if possible.

DEALING WITH LETTERS OF DEMAND

The Postal Service has been issuing a large number of Letters of Demand to rural carriers. These letters are issued in an attempt to collect alleged debts that the Postal Service



has determined that we owe. Some of the reasons for the Letters of Demand are the following: being paid at an incorrect evaluation; being paid for a day of Leave Without Pay; being the recipient of a grievance award that changes the route classification from high to low option; continuing to receive protected pay after an OWCP claim is closed and the route's evaluation has declined; and so forth.

What do you do when a Letter of Demand is delivered to you? You can accept the fact that you owe the money and pay the balance due, or you can make arrangements to make payments from your paycheck, and you may request that these payments be no more than 15% of your disposable income each payday until the debt is paid. When hundreds or thousands of dollars are owed, then being able to pay this debt at 15% of your disposable income each payday is much more manageable than having to pay the entire amount at once.

What if you agree that you owe the debt and wish to pay either in entirety or at 15% or more of your disposable income? According to the ELM – Employee and Labor Relations Manual, Sections 452.232 and 452.233, and Article 28.5 of the National Agreement, and this is directly from the 12/06/03 Question Box in “The National Rural Letter Carrier” magazine, “An employee who acknowledges the validity of the Postal Service’s claim has at least two methods of repayment. The employee who wishes to repay the entire amount voluntarily should be instructed to remit to the postmaster or installation head, for transmittal to the Eagan ASC, a check or money

order no later than 15 calendar days from the date the employee receives the notice of the Postal Service’s determination of a debt, if he or she does not request copies of postal records relating to the debt, or within 15 calendar days from the date the employee receives any requested records.

If the employee acknowledges the validity of the Postal Service’s claim and would like to repay the debt voluntarily through offsets of 15% or more of his or her disposable pay, the employee and the postmaster or installation head should complete the appropriate sections of PS Form 3239, Payroll Deduction Authorization to Liquidate Postal Service Indebtedness. This form must be completed no later than 15 calendar days from the date the employee receives the notice of the Postal Service’s determination of a debt, if he or she does not request copies of Postal records relating to the debt, or within 15 calendar days from the date the employee receives any requested records.”

What if you wish to repay the debt and the 15% of your disposable income would cause an undue hardship? According to the ELM – Employee and Labor Relations Manual, Section 452.234 and Article 28.5 of the National Agreement, and this is also from the 12/06/03 Question Box in “The National Rural Carrier” magazine, “If the employee acknowledges the debt, but contends that the proposed deductions of 15% of disposable pay would be too severe, he or she may propose an alternative offset schedule.”

If you feel that you owe the money, but it would be a hardship to repay the debt, the other alternative is to request PS Form 3074, Request for Waiver of Claim for Erroneous Payment of Pay. In some cases, if it has been less than three years since you received the first invoice, by completing the PS Form 3074, you can then start your own campaign against the Letter of Demand. ELM – Employee and Labor Relations Manual, Section 437, provides detailed instructions for PS Form 3074.

What if you feel that the Letter of Demand is in error and that you owe nothing to the Postal Service? In this case, it would be a good idea to call the Accounting Help Desk for help with payroll questions. The toll free number is **1-866-974-2733**. You will need your I.D. Number and your USPS Pin Number. Your I.D. number is on the top of your earnings statement (pay stub). It is an 8-digit number. Your USPS Pin number is the same one you use to access PostalEASE. If you have forgotten your PIN number, or if you never got one, dial 1-877-477-3273. Your PIN number will be mailed to you.

After talking with the Accounting Help Desk and receiving their help and information, if you still feel that you do not owe this debt, or if there are extenuating circumstances, then it is time to talk with your manager or installation head to see if you can get this situation straightened out. If your manager or installation head does not agree with you, then it is time to file a grievance at Step 1 of the grievance process. Filing a grievance will effectively keep the Postal Service from collecting this alleged debt until the grievance is settled. The issue statement in the grievance should be the following: **"Did management violate the National Agreement by issuing this Letter of Demand?"**

Be prepared to give your steward a clear statement of why the debt is not justified. If you were overpaid because of a change in route classification, for example, the steward will need to document on your PS Form 4240 Trip Sheet what days you actually worked during the misclassification.

Sometimes rural carriers, through no fault of their own, are overpaid and do owe the Postal Service money. However, **if you have any doubts about the validity of the claim, or if you don't feel the claim is justified, you have both PS Form 3074 and the grievance procedure to help you fight back.**

I hope that none of you ever receives a Letter of Demand, but I want to let you know that even

State Stewards are not immune receiving Letters of Demand. On two different occasions, I received Letters of Demand. In both instances, it turned out that the Postal Service was correct that I did owe the money. On the other hand, both errors were caused by Postal Service management making time-keeping errors that credited me with pay that should have credited to my leave replacement. I decided to test the system and pay one of these debts at 15% a payday. Together with my Supervisor's assistance, the correct forms were completed and turned in. However, as sometimes happens, the best laid plans go awry, and the entire amount was deducted from my next paycheck! Since it was only one day's pay, I let it go, but for a larger amount a grievance would have been filed.

It is always a good idea not to spend the money if you know you are being overpaid. It's best to just put this money aside, and then when the Letter of Demand inevitably surfaces, you will have the funds to meet your obligation. Also, be sure to inform your manager that you are being overpaid. In that way, you are seen as the honest person you are who just wants to be paid for what you do, no more, and certainly, no less.

Thank you, Missouri Assistant State Steward David Heather, for your help and inspiration for this article.

Charles Alexander
WARLCA State Steward



2007 Long Term Disability Insurance Open Season

You have insurance to guard against damage to your home, your car and even your life. But what about your income if you become disabled and cannot work? Disabling injuries or illnesses are the No. 1 reason for personal bankruptcies, and caused nearly 50 percent of mortgage foreclosures.¹

"But It Can't Happen to Me"

The odds of a disabling injury or illness may be higher than you think. Three out of every ten workers will experience an injury or illness that keeps them out of work for three months or longer.² On the average, a disabling injury occurs every 1.6 seconds.³ And if you are counting on worker's compensation to cover you, consider this: two-thirds of disabling accidents are *not* work related.⁴

Protection from the Unexpected

Voluntary Long Term Disability (LTD) insurance can protect a portion of your pre-disability earnings. Standard Insurance Company designed the policy to pay you in the event you can't work due to a covered illness or injury. It replaces a portion of your income so there is money coming in during what will already be a difficult period.

LTD insurance is for covered injuries or illnesses, including mental illnesses, that keep you out of work for six months or longer, and you may receive payments until normal retirement age of 65. Unlike worker's comp, LTD insurance covers you 24 hours a day, 7 days a week. If you're injured at home, on the road, or at work: the policy covers you.

Defining Your Needs

The finances of disability can be eye-opening. Take a few moments with the box below to look at the impact a disabling injury can have on your fiscal peace-of-mind.

MONTHLY EXPENSES

¹ Health Affairs, The Policy Journal of the Health Sphere, February 2005

² "Disability Insurance: A Missing Piece in the Financial Security Puzzle," America's Health Insurance Plans, 2004

³ Source: National Safety Council, Injury Facts, 2005-2006 edition

⁴ Source: National Safety Council, Injury Facts, 2005-2006 edition

Food:
Mortgage/Rent:
Childcare/Education:
Utilities:
Transportation:
Debts:
Insurance:
Taxes:
Etc.:

Total Monthly Expenses:

MONTHLY INCOME

Take Home Pay:
Spouse Income:
Other Income:
Investments:
Total Monthly Income:

The Standard for LTD insurance

The Voluntary LTD insurance offered by the NRLCA is through Standard Insurance Company. For 100 years, The Standard has quietly earned a reputation for service, financial strength and product quality. We rank second in the number of in force LTD cases, fourth in new LTD cases, and cover a total of 7 million lives through our various disability, life and dental insurance products.⁵

2007 Long Term Disability Insurance Open Season by Region

SAC & SWAC	January 15 th through February 28 th
Eastern States	March 15 th through April 30 th
Western & Mid-States	May 1 st through June 15 th

For an enrollment kit call 1-800-606-1071 or email to: bjudge@legacyalive.com

For additional information, please call The Standard at 1-888-414-0383.

⁵ As of 12/31/05, from internal report of the Employee Benefits Division. Certain statistics are unaudited.



An Electronic Fund Transfer, or EFT, is a monthly deduction from your checking account, without the hassle!

We can cut the paper work when you sign up today!

The deduction will occur on the 5th of each month.

Support NRLCA-PAC!

Contribute to **NRLCA-PAC** monthly from your bank account via **Electronic Fund Transfer**

NRLCA-PAC

NRLCA-PAC

1630 Duke Street
2nd Floor
Alexandria, VA 22314-3465

Phone: (703) 684-5545
Fax: (703) 548-8735
E-mail: ktalley@nrlca.org

By making a NRLCA-PAC Electronic Fund Transfer authorization, you are doing so voluntarily with the understanding that your monthly contribution is not a condition of membership in the National Rural Letter Carriers' Association or employment by the Postal Service nor a part of union dues and that NRLCA-PAC will use the money it receives to contribute to candidates for federal office as permitted by law.

You are also making this Electronic Fund Transfer authorization with the understanding that NRLCA-PAC contributions are not tax deductible and that your selection shall remain in full force and effect until you cancel by notifying the NRLCA-PAC in writing.

I hereby authorize my bank to deduct from my checking account **monthly** the sum of:

☐ \$25 ☐ \$20 ☐ \$15 ☐ \$10 ☐ \$5 ☐ Other: \$ _____

and forward that amount to the NRLCA-PAC.

I make this authorization voluntarily and may revoke it at any time by notifying the NRLCA-PAC in writing.

Signature: _____ Date: _____
Name (please print): _____

Social Security Number: _____

OR Postal Record number: _____
Address: _____

City: _____

State: _____ Zip Code: _____

Please attach a voided check or deposit slip and mail to NRLCA-PAC.

2007 WESTERN STATES CONFERENCE RENO NEVADA

April 26-28, 2007 (Thursday evening through Saturday)

John Ascuaga's Nugget

1100 Nugget Ave.

Sparks, NV. 89403

(800) 648-1177 or (775) 356-3300

Room Rates are \$87.00 per night

Room Rates Available Wednesday through Saturday

Meeting Room Block Under

"Nevada Rural Letter Carriers/Western States Conference"

Nearest Airport: Reno Tahoe (RNO)

Free Shuttle at Door D - 15 and 45 Past the Hour

Room Block Held Until March 20

Conference Registration:

Number

TOTAL

Registration Fee

\$30

X

\$_____

Includes Meeting and Thursday Night Reception
(Reception at 6:00 P.M.)

Full Deal:

\$65

X

\$_____

Includes Meeting and Thursday Night Reception
Also Includes Friday Night Banquet

Please Print:

TOTAL ENCLOSED

\$_____

Name: _____

Address: _____

ENCLOSE CHECK (Payable to "Western States Conference 2007")

AND SEND BY MARCH 20TH TO: Melody Partridge, 1758 Fieldcrest Dr.,
NV. 89434

Sparks

Questions? Call Melody at (775) 343-5139 OR E mail: mlp42@sbcglobal.net

WARLCA 2007 STATE CONVENTION REGISTRATION**Red Lion Hotel at the Park****303 W. North River Drive, Spokane, WA 99201****Room Rate: \$89.95 single/double - \$99.95 double/triple****Reservation Phone: 1-800-Red Lion (1-800-733-5466)****Please Note Change for This Year: Convention starts Thursday, June 14, 2007
at 8:30 AM with full day sessions through Saturday, June 16, 2007
Rural Delivery Issues Training will be Sunday, June 17, 2007 from 9 AM to 3 PM.****Name:** _____ **1st time Attending?** _____**Address:** _____**Phone:** _____ **Date Arriving?** _____

There is a \$30 fee per delegate for registration. Fee will be waived if one banquet meal or two lunches (Thursday/Friday/Saturday) are purchased. A late fee of \$20 will be added if the registration is not RECEIVED by May 21 in the State Sec/Treas Office.

Thursday, June 14: Convention Starts at 8:30AM**1st Timers to State Convention Meeting: 8:00 a.m.****All welcome - no cost - but need to know if you are coming****# attending** _____**Thursday Buffet Lunch \$15****# attending** _____ **\$** _____**County Officers Training Thursday Evening****(Free to newly elected and pre-registered 2007/2008 County Presidents, Vice Presidents, and Secretary/Treasurer)****All welcome - cost to non 07/08 County Officers \$25.00 each.****# attending** _____ **\$** _____**Friday, June 15:****Friday Buffet Lunch \$15****# attending** _____ **\$** _____**Friday Evening****2 hour boat cruise on Spokane River with full chicken dinner****\$30 for dinner and cruise****# attending** _____ **\$** _____**Saturday, June 16:****Saturday Buffet Lunch \$15****# attending** _____ **\$** _____**Sunday, June 17: Rural Delivery Issues Training from 9 AM to 3 PM:****Free buffet lunch to local stewards - All others \$15****# attending** _____ **\$** _____**Total Enclosed** _____ **\$** _____**Make Checks Payable to WARLCA and send to 2811 N Chase Ln, Liberty Lake, WA 99019-5002.****Payment must be sent with registration.**

If you find you are unable to attend, please contact Becky Wendlandt for refund. However, no refunds after June 7th until after convention and approved by board since we have to guarantee total number of meals ahead of time.

Another Message from Joe

Traditionally, the holiday season is a time of gift giving and thankfulness for the many blessings we have received over this past year. This year all of us associated with the Postal Service have a great deal to be thankful for: a year of outstanding service to your customers, record scores for customer satisfaction, and a workforce of people who are committed to serving the American people.

Many of you have developed close relationships with your customers over the course of many years – relationships that have been nurtured by faithful, caring service. You have become an integral part of their lives and their families by your dedication, your compassion and your selfless service.

This holiday season, I want to thank each and every one of you for the special gifts of service and caring that you bring to your customers throughout the year. It makes me proud to serve alongside of you as a spouse and Auxiliary member.

May you and your families and the families you serve have a safe and joyful holiday season and may we all be blessed with a happy and healthy new year ahead.

Joe Horlacher
Auxiliary President

OH YEAH!

The difference between “involvement” and “commitment” is like a ham and eggs breakfast: the chicken was involved – the pig was committed.... get involved! (author unknown)

Hello everyone,

I would like to introduce myself and let you get to know me a little bit.

My name is Tiffany Walla; I am the JWARLCA Vice President under Nicole, which I'm sure I don't have to introduce.

I'm really excited to be a part of the Junior Office this year. I've been coming to conventions for 7 years now and I'm really excited to finally be a part of the inside track and to help out anyway I can. I haven't been able to attend a national convention yet, but I really hope I can in the future. Along with the many state conventions I've attended, I have also been to more county, district and any other meeting you can think of than really I can count. But I truly enjoy the meetings, knowing what's going on and even all of the friends I've made. I really encourage parents to bring their kids along to convention. We have an amazing junior program. We have so much fun and I look forward to it every year. I get to see my friends and do fun stuff. We also take time to learn, go to a few museums, which in fact also turn out really fun. It's like a vacation. I wouldn't miss it. We always love seeing new faces in the Junior program everyone is welcome!

The other 362 days I'm not at convention, I'm a 9th grade student at Stanwood High school. I also love to cheer. I'm an All-Star cheerleader for Absolute All Stars; we go to competitions all over Washington, Idaho, Oregon, Nevada and California. Next year I hope to cheer for the high school also. I'm very outgoing in everything. I love attention and being in front of a crowd. I've done some school plays and other events. I'm like any other teenager. I like to spend time with my amazing friends and act extremely silly. =)

I'm not just here to ramble about myself; I would also like to do a little promoting for our junior web site. The address is <http://jwarlca411.tripod.com> and I know that Nicole and everyone have really spent a lot of time on it. The number of members now is pretty dismal and I would like to see everyone on it - parents, children and

guests. We keep up to date with any information for convention and also have some cool forums for the kids to just chat about silly little things. Anyone is welcome to ask questions, input ideas and just tell us about him or herself. Also, you can get to know every one in the program a little better. If you would like to ask me any questions personally, have any ideas, want to get to know me or just would like to talk, my e-mail address is MissTiffanyLianne@hotmail.com. I would love to hear from you! My last e-mail address was deleted due to the fact nobody e-mailed me. Guys, I'm getting lonely here. I would love to hear from you, so send me a message anytime. All right! Hope to see yawl soon.

Tiffany Walla

Junior Activities at State Convention 2007

Plans are being made to keep the Juniors entertained and having fun in Spokane.

Day 1 will include a trip to the Silverwood Theme Park. Day 2 will be Survival School and Cat Tales Zoo, then the Banquet and Pool Party. Plans for Day 3 are still to be decided but could include a barbeque or another theme park.

So Juniors, get ready for another cool convention for 2007. I hope to see all of you and more! Things could change; if it does it will be for something better!

Fred Cavazos
District 2 representative/VP

National Scholarships

For more information on scholarships offered by the National Auxiliary consult the December 2006 issue of the National paper.

AUXILIARY OFFICERS 2006-2007

President:

Joe Harlacher
41810 S. Atterbury Rd
Tekoa, WA 99033
(509) 286-3771

V. President:

Fred Cavazos
408 S. Parkway Av.
Battleground, WA 98604
(360) 666-8206

Secretary-Treasurer:

Donna Felgenhauer
209 N. 6th St.
Oakesdale, WA 99158
(509) 285-5272

District 1

Andy Edenholtm
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Camano Island, WA 98282
(360) 387-0410

District 2

Fred Cavazos
See above

District 3

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(509) 725-0435

District 4

Donna Felgenhauer
See above

Immediate Past President

Steve Roake
301 N Montana Ct.
Kennewick, WA 99336-1030
(509) 783-2044

AUXILIARY OF THE
WASHINGTON RURAL LETTER CARRIERS' ASSOCIATION

* * * * *

APPLICATION
WRLCA AUXILIARY SCHOLARSHIP

NAME _____ ADDRESS _____

1. Parents, Grandparents or Guardians (Parents & Grandparents must be members of both the WRLCA & Auxiliary).

WRLCA: NAME _____ ADDRESS _____

SPOUSE'S NAME _____ ADDRESS _____

SPOUSE'S OCCUPATION _____

2. Sisters (give age) _____

Brothers (give age) _____

Are any in college or vocational school? _____ How many? _____

3. What college or vocational school do you intend to enroll in next year? _____

4. What subject do you expect to major in? _____

5. Why do you wish to go to college or vocational school? Write a paragraph stating your plans, hopes, and aims.

6. List your school and community activities.

7. You must include:

- a) One or more letters of recommendation from school personnel, such as supervising teacher, advisor, etc.
- b) One or more letters from members of the community, such as minister, employer, etc.

8. The application and accompanying information for items 5 & 6 must be the work of the applicant.

9. The scholarship must be used in the school year it is awarded.

10. Applicant will not turn age 21 by the end of December of the year the scholarship is awarded and is not married.

If I do not complete one full quarter or semester or am not enrolled by March 15 (except for reasons beyond my control) I will return the amount of the scholarship to the Auxiliary in order that it may be given to another deserving applicant.

SIGNATURE OF APPLICANT _____

SIGNATURE OF PARENT OR GUARDIAN _____

JUST A REMINDER!!**NATIONAL SCHOLARSHIPS:**

There is still time to make out National Scholarships to get that extra money you may need for college. **THE DEADLINE FOR NATIONAL IS MARCH 1, 2007.** In the last issue of the State Newsletter, I put a copy of the "Olga Smith Scholarship" application that you could look at and possibly use but there are 8 National Scholarships you can apply for in which you could receive from \$500.00 to \$5,000.00 so we really encourage you to go for it. I have attached a copy of all the National Scholarship information for you to view. Just let me know at any time and I can send you out an application form. It just takes a little time to complete in full but can really be worth it.

STATE SCHOLARSHIP:

In this issue, I have also attached a copy of our State Scholarship form which needs to **COME BACK TO ME BY MAY 15, 2007.** There are often 2 Juniors who can win scholarship money just by completing the State Scholarship as required. We know there are a lot of Juniors out there who could apply and use this so **PLEASE** take the time to do this. We haven't been getting very many Juniors applying for these in the past so if you do apply, you may be the one to get it. We want to help you out—we know college or tech school is expensive—so help us to help you by completing the State Scholarship.

If you have further questions or need copies of the National or State applications, please let me know. I will help in any way I can. **GO FOR IT JUNIORS!!** You are a great group and you deserve it.

JUNIOR CONTEST: I have also attached from the December National Newsletter some info. for you who are interested in the Junior Contest. That could be a lot of fun and rewarding for all ages so please take a look at it. This year we are selling items for the Breast Cancer Coalition which include the usual pins, key chains, and magnets but also this year we are selling fanny packs and CD cases which always come in handy.

ALL AUXILIARY MEMBERS REMINDER: We have a fun time planned for all the Juniors who come to the 2007 convention in Spokane and we continue to encourage you to join us and help out as you feel led. Thank you.

Donna Felgenhauer
Auxiliary Secretary-Treasurer/District 4
209 N. 6th St.
Oakesdale, WA 99158
509-285-5272

Enhanced NRLCA Dental/Eye Care Benefits

Why choose the NRLCA plan for your dental and eye care benefits?

FUSION: THE ULTIMATE CHOICESM



With the FUSION plan sponsored by NRLCA, you don't have to worry about separate dental and eye care plans. Our plan combines dental and eye care benefits into one affordable package.

We are significantly improving the NRLCA dental and eye care plan as of January 1, 2007, at no additional cost to you.



Plan underwritten by:



www.firstameritasgroup.com



www.ameritasgroup.com

Learn more...

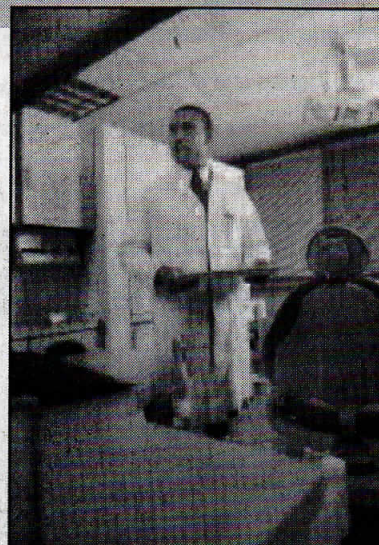
NEW DEVELOPMENTS INCLUDE:

- No 12 month elimination period on any major procedures. This applies to all four plan levels.
- We've reduced the annual deductible from \$50 to \$25 on basic and major services.
- FUSION eye care benefits have been increased from \$100 to \$150.
- We've increased "Value Plan" and "Economy Plan" allowances by 10%.

Dental Benefits

Economy, Value, Standard and Royal Plans Benefit Outline - Over 400 Covered Procedures

- Deductible: \$25 calendar year-per person deductible for basic and major services only.
- Elimination Period: No waiting period on major procedures for all plans.
- We've increased the plan maximum from \$1,000 to \$1,200 per calendar year-per person (this is a combined maximum for dental and eye care benefits).
- Dental Rewards: If within a calendar year an individual goes to the dentist at least once and never uses more than \$750 of the plan maximum, the plan maximum will increase an additional \$250 for the next year. This will continue to build up to a maximum total of \$2,000 as long as the two provisions are met. If the two provisions are not met in one calendar year the plan maximum will go back to \$1,200 for the next year.



Make sure you add up the benefits for each procedure performed to get the total benefit amount for one dental visit!

Sample Schedule of Benefits - How much the insurance will pay	Economy	Value	Standard	Royal
Preventive - NO DEDUCTIBLE				
Two evaluations per calendar year	\$11 each	\$13 each	\$16 each	\$20 each
Two cleanings per calendar year - Adult	\$28 each	\$33 each	\$40 each	\$50 each
Two cleanings per calendar year - Child	\$19 each	\$22 each	\$27 each	\$34 each
Fluoride for Children (under age 19)	\$11	\$13	\$15	\$19
Basic				
X-rays - complete series (including bitewings)	\$34	\$40	\$48	\$60
Bitewings - two films (twice in a benefit period)	\$12	\$15	\$18	\$22
Amalgam restoration (silver fillings) - one surface, primary or permanent	\$29	\$35	\$42	\$53
Extraction - erupted tooth or exposed root (elevation and/or forceps removal)	\$34	\$40	\$48	\$60
Surgical removal of tooth (completely bony)	\$70	\$83	\$100	\$125
Deep sedation/general anesthesia	\$98	\$116	\$140	\$175
Major				
Maxillary partial denture - resin base	\$210	\$248	\$300	\$375
Denture repair - repair broken base	\$25	\$30	\$36	\$45
Endodontics - root canal, anterior	\$112	\$132	\$160	\$200
Periodontal scaling and root planning, four or more teeth. Each quadrant is eligible for consideration once in a 2 year period.	\$36	\$43	\$52	\$65
Crown - full cast noble metal	\$157	\$185	\$224	\$280
Crown repair	\$42	\$50	\$60	\$75
Pontics - porcelain fused to noble metal	\$157	\$185	\$224	\$280

Visit ameritasgroup.com
to find a dental provider
in your area.
In New York, visit
firstameritasgroup.com.

Call 1-866-9-EYEMED to
find an eye care provider
in your area.

For more information on benefits call 800-747-4472 or visit www.nrlca.org.

*Please refer to policy certificate for complete details on all benefits, frequencies and plan limitations.

Eye Care Benefits

- \$0 Deductible.
- Benefit covers 100% up to a maximum of \$150 and is deducted out of the total \$1,200 maximum allowed for dental benefits.
- You can go to any licensed eye care provider, but you will receive extra discounts if you go to an EyeMed provider. Call 1-866-9-EYEMED to locate an eye care provider in your area.
- Exams: Includes a case history (external examination of the eye and adnexa, ophthalmoscopic examination, determination of refractive status, binocular balance, tonometry test for glaucoma, gross visual field when indicated, summary finding, prescribing of lenses).
- Frames and contact lenses are covered.
- Lenses are covered, including single, bifocal, trifocal, no line bifocal or progressive power and lenticular.



Plan Marketed By:
(Third Party Administrator)



**Greater
Insurance
Service**

414 Atlas Ave.
Madison, WI 53714
800-747-4472

Plan Provided By:
Bill Judge & Associates
2902 Sweetspire Ridge
Midlothian, VA 23113
800-606-1071
www.legacyalive.com

Plan Underwritten By:



Ameritas Life Insurance Corp., Ameritas, the bison symbol and Dental Rewards are registered service marks, and FUSION: THE ULTIMATE CHOICE and "We're Ameritas. We're for People." are service marks of Ameritas Life and are used with permission. First Ameritas and First Ameritas Life Insurance Corp. of New York are registered service marks of First Ameritas and are used with permission.

Dental/Eye Care Monthly Premiums

Economy

Single Only	\$16.36
Insured & One (Spouse or Child)	\$29.92
Insured & 2 or more	\$43.16

Value

Single Only	\$20.00
Insured & One (Spouse or Child)	\$37.00
Insured & 2 or more	\$55.00

Standard

Single Only	\$28.60
Insured & One (Spouse or Child)	\$52.50
Insured & 2 or more	\$76.65

Royal

Single Only	\$36.37
Insured & One (Spouse or Child)	\$66.86
Insured & 2 or more	\$98.15

*Above rates include appropriate fees.

For more information,
contact Greater Insurance Service
at 1-800-747-4472
or visit www.nrlca.org.

NRLCA Dental/Eye Care Plan Enrollment Form

To enroll, complete the following form and mail along with your payment to: Greater Insurance Service, P.O. Box 8633, Madison WI 53708-8633.
(Please print clearly)

Name: _____
(FIRST) (M.I.) (LAST)

Home Address: _____
(CITY) (ST) (ZIP)

*Social Security # _____ Phone: _____
*Social security number is needed for your policy number

Requested Effective Date: _____ Date of birth (mm/dd/yyyy): _____

Plan Enrolling In (check one):

☐ Economy ☐ Value ☐ Standard ☐ Royal

Coverage Enrolling In (check one):

☐ Single Only ☐ Insured & 1 (spouse or child) ☐ Insured & 2 or more

Do you have any eligible dependents, including a spouse?

☐ Yes ☐ No

If yes, provide the following information to enroll them: Name, gender (M/F), date of birth. Attach additional sheets if necessary

Monthly Dental Premium: \$ _____

I hereby enroll in the National Rural Letter Carriers' Association Dental Plan.

Enrollee's Signature _____

Date _____

Please select and check one of the following payment methods.

☐ VISA Monthly ☐ MasterCard Monthly

Please submit with one month's premium made payable to GIS.

Name as it appears on card: _____

Account # _____ Expiration Date: _____

Cardholder's Signature: _____

☐ Personal Account Insurance Deduction (P.A.I.D.) - Arranged by Greater Insurance Service Corp (GIS)

Instructions for P.A.I.D.:

1-Please submit one month's premium made payable to GIS & voided check (no deposit slips).

2-Premiums will be deducted around the 15th of each month for the next month's premium.

☐ Checking Account

☐ Savings Account

WITHDRAWAL AUTHORIZATION

Name of Depositor (Print name as shown on Financial Institution Records) _____

To Financial Institution _____

(Address of Institution or Branch where account is maintained)

TRANSMIT/ROUTING ABA# _____ ACCT. NO. _____

As a convenience to me, I hereby request and authorize you to pay and charge to my account maintained at the above named financial institution for the payment of premiums owed on policies I currently have or may purchase and desire to include under the P.A.I.D. and Credit Card Account Agreement. Amounts drawn on my account will be payable to the order of Greater Insurance Service Corp. provided there are sufficient funds in said account to pay the same upon presentation. I agree that you shall be duly protected in honoring any such charge. This authorization is to remain in effect until revoked by us in writing and, until Greater Insurance Service Corp. receives such written notice of revocation I agree that Greater Insurance Service Corp. shall be fully protected in drawing such amounts. Greater Insurance Service Corp. assumes no responsibility for a policy lapse or cancellation due to non-payment. This arrangement shall terminate immediately upon the closing of my account with you or upon receipt by you of notice of my bankruptcy. I agree that your treatment of my rights in respect to each such charge shall be the same as if they were signed personally by me. A customer has the right to stop payment of a debit entry by notification to Financial Institution prior to charging account. After account has been charged the customer has the right to have the amount of an erroneous entry immediately credited to their account by Financial Institution up to 15 days following the issuance of statement or 45 days after posting, whichever occurs first.

Date _____

Signature of Depositor _____



John Lee, East Central County president, congratulates Dan Schrup, past WARLCA president, on his retirement. Dan retired on November 30, 2006 with 29.8 years of service. A dinner was held at the Sheraton Hotel in Spokane December 3.

Have You Donated to PAC Lately?

Susie Hill
WA PAC Chair

The Postal Reform Bill was signed into law by President Bush in December. There are many positive benefits to the Postal Service from this bill. Monies that had been going into the military pension fund can now stay in the Postal Service. The pension fund obligation is now back to the Treasury Department.

Several clauses are of special interest to the NRLCA. 6 day delivery and universal service was retained. The single piece parcels clause allows USPS to keep competitive prices on parcels.

It's now easier than ever to donate to PAC. You can now sign up for automatic donations. Forms are in this issue, or you can mail your donation to me. Make your check out to: NRLCA PAC.

Thank you,
Susie Hill
PO Box 93
Vashon, WA 98070-0093

Welcome to our New Members

Evonne M. Bakko
Janice L. Gill
Fan Kuo Sui
Connie J. Hinkle
Karen R. Ray
Adena L. Katruska
Todd R. Hansen
Joseph E. Morris
Rosemarie K. Irwin
Bekele F. Babo
Ronald H. Bishop
Wendy J. Boyd
Eric Dawa
Kizzie May
Ashley K. Hunt
Raymond A. Lucena
Markham L. Johnston III
Serena M. Olesen
Justin W. Evans
Lisa M. Benson
Louise A. Wray
Tina M. King
Jonathan R. Long
Roberta J. Kettle
Jim D. Pressley
Dina A. Berezovskaya
Brittany E. Brese
Junaita N. Combes
Christie B. Brown
Jane M. Evosevich
Lisa D. McFarlane
Carl Bellotti
David J. Scott
Dawn R. Sund
Michelle L. Douglass
Jennifer R. Morris Havekost
Kathleen F. Bedker
Cammi J. Bailey
Sean M. Calligan
Angela L. Pearson
Jeffrey C. Foote
Stephen J. Easton
Roberta A. Miranda
Sherrill L. Thorn
Quoc C. Vu

2006-2007 State Officers and Stewards

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