



OFFICIAL CALL TO THE
**2021 VIRTUAL UAW EMPLOYEE ASSISTANCE
PROGRAM (EAP) CONFERENCE**
DECEMBER 9, 2021

The UAW Employee Assistance Program (EAP) will hold its annual Employee Assistance Program Conference virtually December 9, 2021. The conference will be held online using Zoom.

Conference Program

December 9, 2021

10:00 a.m. to 5:00 p.m. EST

The work performed by members of the UAW Employee Assistance Program is more important now than ever. This one-day virtual conference is a good fit for both seasoned and new EAP representatives. Workshops will be a mixture of lecture, testimonials, and breakouts to keep the participants engaged. The conference will take place over one workday, with a lunch break built-in, and is designed to accommodate members participating over multiple time zones.

Workshops and presentations will include:

- An overview on addiction
- Mental health and suicide prevention
- The EAP referral process and best practices
- Early intervention and making first contact
- EAP legal compliance and confidentiality requirements
- EAP rules and policies

Eligibility to Attend

This conference is open to UAW members in good standing who are serving as an Employee Assistance representative at their worksites or Local Union, or for those interested in establishing an Employee Assistance Program (EAP). Local Unions are encouraged to register first time delegates who have not attended similar programs in the past. Capacity is limited to **150 delegates**.

For the best virtual conference experience, delegates must use a computer or a tablet with a camera, not a smartphone. Connecting via phone will not allow full participation in the virtual conference experience. Since there will not be a dial in option, delegates will need to connect via a link on a computer or tablet. Delegates will need a stable internet connection. The meeting may be recorded and potentially shown to other members for training purposes in the future.

Registration

Local Unions must register their delegates via the link below:

Website: <https://eap.uaw.org>

Username: EAP2021

Password: 2021Eap

Registration is open now until November 5, 2021.

The conference registration fee is \$10 per delegate and must be paid by the local unions using ACH. This registration fee covers the cost of mailing conference materials directly to attendees. Local unions will pay online through LUIS by choosing the "Submit a Payment" option under the conference menu. Funds will not be withdrawn from the local unions until after the Region approves the delegates, during a process that will take place after online registration closes.

Cancellations and Refunds

Because we will begin mailing conference materials immediately upon approval of delegates, registration fees are non-refundable. The \$10 registration fee covers the cost of printing and mailing those materials. Similarly, registrations are not transferable and conference delegates are asked not to share any links.

Regional Allocations and Approval Process

The regions will approve their delegates by November 12, 2021. The approved delegates will be notified via email that their registration is complete. ACH will charge the local union the registration fee(s) for appropriate delegates, and approved delegates will be contacted with further information about the conference. Delegates who are not approved will be notified via email that the conference capacity is full, but that they will be put on a waitlist.

In Solidarity,

A handwritten signature in black ink that reads "Ray Curry". The signature is written in a cursive, flowing style.

Ray Curry, President

International Union, UAW

RH:DG:sa
opeiu494afl-cio
Attachment

cc: Assistant Regional Directors
Tim Bressler
Dave Stalnaker
Ruthann Hande
Tracy Romero
Don Godfrey