

## REGION 4



Brandon W. Campbell, Director  
UAW Sub-Region 4  
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Janesville, WI 53546

Phone: (608) 713-7900

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INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE AND AGRICULTURAL IMPLEMENT WORKERS OF AMERICA-UAW

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SHAWN FAIN, *PRESIDENT*

MARGARET MOCK, *SECRETARY-TREASURER*

VICE-PRESIDENTS: CHUCK BROWNING • MIKE BOOTH • RICH BOYER

April 15, 2024

To: All Region 4 UAW Local Presidents, Recording Secretaries, Financial Secretaries Bargaining Committee Chairpersons, Civil and Human Rights Committee Chairperson, and RACOCHR Officers

Re: UAW Region 4 Civil and Human Rights Conference – June 10-13, 2024

Greetings:

The UAW Region 4 Civil and Human Rights Conference will be held at the Pat Greathouse Education Center, 1000 East Center Street, Ottawa, Illinois 61350. The conference will begin on Tuesday, June 11, 2024, at 9:30 a.m. and conclude on Thursday, June 13, 2024. Monday, June 10<sup>th</sup> will be a travel day for members driving a long distance. On Thursday, we are asking all delegates to wear their UNION apparel/T-shirt in a show of solidarity. There will be a RACOCHR Advisory Council meeting on Monday at 5:00 p.m. Attendance at this meeting is limited to RACOCHR Advisory Council members. As it relates to COVID-19 we will continue to adhere to the guidance provided by the CDC, state, and local officials.

Local Union Civil and Human Rights Chairpersons should come prepared to give a report on your activities since our last conference. On Thursday, one person, chair, or delegate, from each local should plan to deliver a report on the activities your committees have been or will be involved with for 2024 after which, a copy of the report will be given to Nick Rutovic, UAW Region 4 Civil & Human Rights Coordinator. Please complete the enclosed Civil and Human Rights Activity Report form (activity period from June 2023 through May 2024). If you are not able to attend, please return your report to Andrea via email at [amwilliams@uaw.net](mailto:amwilliams@uaw.net).

**REGISTRATION:** Registration will take place online. The website is open now until May 24, 2024. Delegates will use the following information to register:

- Website: <https://conference.uaw.org/region4/chr.php>.
- Username: 2024region4
- Password: registerCHR

The registration fee and PGC lodging cost (if applicable) will still need to be mailed to the UAW Sub-Region 4 Office in Janesville, WI. Below are instructions on how to best use this system.

1. If you plan on lodging at the Pat Greathouse Education Center hotel, please contact Andrea by email at [amwilliams@uaw.net](mailto:amwilliams@uaw.net) or call 608-713-7900, for a reservation/confirmation number first. If you do not plan on lodging at the PGC hotel, proceed to Step 2.
2. Register at <https://conference.uaw.org/region4/chr.php> and enter your PGC lodging confirmation number (if applicable).
3. Mail applicable fees along with the enclosed attendance/payment form to **UAW Sub-Region 4, 1795 Lafayette Street, Janesville, WI 53546, Attn: Andrea/CHR no later than May 24, 2024.**
4. Please contact Andrea with questions regarding the registration process.

The **non-refundable registration fee is \$175 per delegate**, which includes the cost of meals and materials.

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**Financial Secretaries:** Make check payable to "UAW Region 4 Activity Fund" and in the memo area of the check should mention Civil and Human Rights Conference.

**Meals:** The First meal will be lunch on Tuesday and the last meal will be breakfast on Thursday. Below are the meals included in your registration fee:

- Tuesday, June 11<sup>th</sup> – Lunch and Dinner – (Breakfast not included) – Per diem \$12
- Wednesday, June 12<sup>th</sup> – Breakfast, Lunch, and Dinner = No Per diem
- Thursday, June 13<sup>th</sup> – Breakfast = No Per diem/Conference Closes

**Guest Meals:** The cost for guest meals each day is as follows:

- Tuesday, June 11<sup>th</sup> – Lunch is \$19, and Dinner is \$34
- Wednesday, June 12<sup>th</sup> – Breakfast is \$12, Lunch is \$19, and Dinner is \$34
- Thursday, June 13<sup>th</sup> – Breakfast is \$12

Any delegate bringing a guest must include their name(s) on the enclosed attendance/payment form. Meals for delegate's guests must be paid for in advance. Mail guest meal fees to Andrea at the Janesville Sub-Region 4 office by May 24<sup>th</sup>.

**Lodging:** Rooms at the Pat Greathouse Center hotel are available at \$70 per room, per night. Each room has two beds; we urge members to double-up, when feasible, to ensure that as many delegates possible can stay on the property. Please contact Andrea at [amwilliams@uaw.net](mailto:amwilliams@uaw.net) or (608) 713-7900 to make room reservations for the center by May 24<sup>th</sup>. **If you get the office voicemail, please leave a message with your request and your email for confirmation and/or follow-up.**

You will be emailed a confirmation number once your reservation has been received. When making reservations, please indicate if the delegate(s) has special room requirements (PGC management will not change rooms during the check-in process).

**Check-in/Check-out:** The PGC hotel check-in will be Monday, June 10<sup>th</sup> from 2 p.m. until 6 p.m. and/or Tuesday, June 11<sup>th</sup> at 8 a.m. Check-out will be Thursday, June 13<sup>th</sup> by 10 a.m.

It is imperative to fill the hotel rooms at the PGC, before seeking area lodging. However, in the event rooms at the PGC become sold out, we also have negotiated rates at the Comfort Inn (815-433-0029), Fairfield Inn (815-431-8955), the Hampton Inn (815-434-6040), the Super 8 Motel (815-434-2888), and the Quality Inn (815-433-9600). Ask for the UAW rate – All rates are subject to availability. I suggest avoiding the Ottawa Holiday Inn—anti-union contractors built it.

A copy of this call letter has been posted on the UAW Region 4 website at <http://region4.uaw.org>. Local leadership, when possible, please send first time delegates to this conference. Questions should be directed to Nick Rutovic, UAW Region 4 Civil and Human Rights Coordinator, at 608-713-7900.

In solidarity,



Brandon W. Campbell, Director  
Region 4, UAW

BWC/NR:amw  
opeiu494afl-cio

cc: Lucas DeSpain  
Region 4 Staff  
Nick Rutovic  
Helen Walker

**ATTENTION FINANCIAL SECRETARIES**

The LM2 for this conference is:

Representation	95%
Administrative	
Political	5%

**2024 Civil & Human Rights Conference  
Local Union Delegate  
Attendance & Payment Form**

*Please submit this form and payment to:  
UAW Sub-Region 4  
1795 Lafayette St, Janesville, WI 53546  
Attention: Andrea/CHRC by May 24, 2024  
Please make checks payable to "UAW  
Region 4 Activity Fund"*

Local Union No: \_\_\_\_\_

Delegate and/or Guest First & Last Name	PGC Hotel (Y/N)	# of Nights	Delegate or Guest (D/G)



**Registration Total**  
\$175 per delegate  
**PGC Lodging Total**  
(If applicable) \$70 per night  
**Guest Meals Total**  
(If applicable) \$130 all meals  
**Check Total Enclosed**

	\$
	\$
	\$

Note: Guest meals must be paid for in advance.