



**OFFICIAL CALL  
TO THE  
38<sup>th</sup> ANNUAL INTERNATIONAL  
UAW CHAPLAINCY CONFERENCE**



June 1 - 6, 2025  
Walter and May Reuther  
Family Education Center  
Black Lake, (Onaway) Michigan

March 5, 2025

To: All Local Union Presidents, Financial Secretaries, Recording Secretaries, and Local Retiree Chapter Presidents

Greetings,

The 38<sup>th</sup> Annual International UAW Chaplaincy Conference will be held at the Walter and May Reuther UAW Family Education Center from June 1-6, 2025.

The 38<sup>th</sup> UAW Chaplaincy Conference will provide resources & training that the delegates will use to support our union, employees, membership & leadership, through the challenges that occur at our locals, regions, places of work and communities throughout the year.

We thank all locals in advance for supporting this conference. Those who attend will experience great informative general sessions, workshops, fellowship, and networking. The chaplains will return with additional resources that allows them to better serve the people and leadership of their locals, work locations, and communities. The local leadership is encouraged to attend as their schedule permits to experience the conference.

The conference will convene on Sunday afternoon at 4 p.m., June 1, 2025, and conclude on Friday, June 6, 2025.

Registration at Black Lake will begin at 1 p.m., Sunday, June 1, 2025, in the Lecture Hall. Opening session will begin at 5 p.m. Dinner will be served from 6 - 7 p.m. Delegates should plan their travel home on Friday, June 6, 2025. It is understood that all delegates must have their respective local union's approval to attend this conference.

You are reminded that lost time and expenses for delegates who are attending this conference will be the responsibility of the local union and/or the company, where applicable. The only exceptions can be found in the "Special Family Education Center Delegates" section of this conference call letter. The fees for spouses will be the sole responsibility of the delegate and must be paid in advance. All spouses/guests must be registered in order to attend.

### **Registration**

Registration for the 2025 Chaplaincy Conference will take place online through LUIS. The conference registration fee is \$743 per delegate and an additional \$343 for guests (spouses). Local unions already set up for ACH payments will pay online for both delegates and guests. Please note, it is the delegate's responsibility to pay the local union for any guest fees. If your local union is not set up for ACH, a paper check can be mailed. The deadline to register Friday, May 9, 2025. After this date, there will be no refunds given for cancelled registrations. Local unions may replace delegates until Friday, May 2, 2025. All delegates must be approved by their regional director.

Please make all checks payable to: ***International Union, UAW***

Mail to: UAW Chaplaincy Department

8000 E. Jefferson Ave.

Detroit, MI 48214

### **Online Registration**

An online application must be filled out for each delegate, spouse/guest attending the conference. Please note that everything is case sensitive:

Website: <https://conference.uaw.org/chaplaincy.php>

Username: CHAPLAINCY2025

Password: UAWCHAPLAINCY2025

**\*\*\*The website link will not be active until March 14, 2025\*\*\***

If a delegate or local is unable to register online, please call Traci Traylor at (313) 926-5870 or via email at [ttraylor@uaw.net](mailto:ttraylor@uaw.net).

### **Deadline**

**The deadline for registration is Friday, May 9, 2025. This is the deadline for both delegates and guests.**

Please note the following:

1. It's imperative to register and send payment by May 9, 2025.
2. Chaplaincy Executive Officers, Board Members and Regional Coordinators are designated delegates to the conference.
3. All delegates please wear your regional color shirts on Monday.
4. No certain color for Women's Retreat (Tuesday).
5. Gala Night (Evening Wear) is Wednesday. This is not a requirement; pictures will be taken.

### **Subsidies**

The International Union will provide room and board at the Family Education Center for **up to five delegates** from each region who are selected by the regional director to receive a subsidy. The local unions of the delegate(s) receiving this subsidy will be required to pay \$150 registration fee per delegate. The International Union is not responsible for lost time or expenses.

### **Transportation**

All delegates are expected to arrive at the Family Education Center by 4 p.m. on Sunday, June 1, 2025 (except for those arriving by flight; see below) and remain until the conference concludes at 9 a.m. Friday, June 6, 2025. Arrivals and departures should be arranged accordingly. **Local unions are responsible for all transportation costs.** Transportation will be provided for delegates whose work sites are over 500 miles one-way from the UAW Family Education Center. For delegates over 500 miles one-way there is the option of flying or driving. Upon completion of the conference, travel will be reimbursed in the following manner:

### **Driving**

The driver whose automobile is driven to the center will receive the IRS approved rate of 70 cents per mile for miles over 1,000. Locals sending delegates by car will be expected to transport at least three people per vehicle, or multiples thereof. Any deviations must be discussed and approved by the regional director and the Family Education Center in advance of arrival. Delegates driving to the center should plan to arrive between 1 p.m. and 4 p.m. on Sunday, June 1, 2025.

Hotel accommodations are: one night for 500 miles or more, two nights for 1,000 miles or more.

Overnight lodging should not exceed \$65 per night for single, or \$80 per night for double occupancy. Delegates are required to bring the necessary receipts with them to the Family Education Center for reimbursement.

### **Air and Lodging**

Delegates that are flying must schedule their flights via the following link:

<https://cvent.me/g5059G>

Payment can only be made with a credit card or local union check. A delegate or local union will be reimbursed airfare, minus \$75 per ticket, providing the delegate has been authorized to fly into Detroit.

To assure maximum savings on flight arrangements, flights must be booked by Friday, May 2, 2025. Delegates will be required to arrive in Detroit on Saturday, May 31, 2025. For those who fly to Detroit, a room will be reserved for you at the Courtyard Detroit Metro Airport Romulus Hotel.

The Courtyard Detroit Metro Airport Romulus Hotel is a non-smoking establishment. A \$200 fee will be applied to credit card if non-smoking policy is violated. Delegates will need to provide a personal credit card for incidentals.

Airport shuttle service will be arranged by the Family Education Center to meet delegates outside of the baggage claim when their flights arrive. If for some reason you miss the shuttle, please call (734) 721-3200.

### **Parking Policy**

In an effort to avoid any embarrassment for participants, please be advised of the following Walter and May Reuther UAW Family Education Center policy: Vehicles allowed to park in the FEC must be union-made and have a vehicle VIN number beginning with 1, 2, 4 or 5 (i.e., made in USA or Canada). VIN numbers are located on the driver's side dashboard or door jamb of vehicles. Upon arriving at the FEC, security guards check each vehicle's VIN number. If the vehicle VIN number is anything other than 1, 2, 4 or 5, parking accommodations are available in a lot located adjacent to the FEC's front gate. A FEC bus will transport those delegates to the hotel registration desk.

## **Bus**

For those traveling by air, transportation to the Family Education Center will be provided by the center. At 7 a.m., a charter bus will begin loading outside the Courtyard Detroit Metro Airport Romulus Hotel main lobby. The bus will depart at 7:30 a.m. to take the delegates to Birch Run for lunch and shopping. Then the delegates will re-board the bus to continue to the Black Lake Complex. A special prayer will be made for Flint as the bus passes by. The bus will leave the center on Friday to return to Detroit at 9 a.m.

## **Return Flights**

For the return trip on Friday, June 6, 2025, no flight arrangements should be made before 5 p.m. (EST). The bus will leave the center on Friday to return to Detroit at 9 a.m.

## **Cancellations**

The regional office should be notified immediately of the names that are cancelling and/or replacement delegates. If no replacement is designated, the registration fee remains non-refundable. In the event of a last-minute change, delegates must be provided the name of the member they are replacing. Upon check-in at the center, a replacement delegate that provides the name of a last-minute cancellation will be able to use the \$743 paid registration fee. When processing delegates' changes, please remember that airline tickets are non-refundable and non-transferable.

## **Refunds**

Refunds will only be granted for valid emergency reasons until May 19, 2025. **No refunds will be given after May 19, 2025.**

*Note:* All non-basic expenses are the responsibility of the delegate.

If you have any questions regarding these arrangements, please contact Cynthia Harris at (682) 552-7226.

## **Board Member Election**

There will be an election for an open board member position at the conference. Those who would like to be considered for the position must be approved by both their local union president and regional director. A letter of endorsement from both the president and the director must be turned in upon arrival at the conference to Traci Traylor at registration. Any questions regarding requirements or the position can be directed to Cynthia Harris.

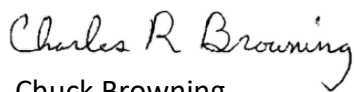
There will be a Certification/Ordination Training held during the conference. The fee is \$150.00 (This fee is NOT included in Registration). The training will be held on Tuesday, June 3<sup>rd</sup> and Wednesday, June 4<sup>th</sup> from 8:45 a.m. until 4 p.m. and on Thursday, June 5<sup>th</sup> from 8:45 a.m. until 12 p.m. Ford employees are eligible to use their ETAP benefits. Please consult your local leadership and complete the necessary paperwork prior to the conference. Other forms of payment will be check, card or cash. Please contact Cynthia Harris if you have any questions.

The allocation for each region will be:

<u>REGION</u>	<u>DELEGATES</u>
Region 1	7
Region 1A	7
Region 1D	5
Region2B	7
Region 4	7
Region 6	4
Region 8	7
Region 9	3
Region 9A	3

The delegates will be assigned on a first come basis. Once the allocated number per region has been reached, the delegates will be placed on a wait list. If a region does not reach their allotted number, the remaining spaces will be given to delegates on the wait list.

In solidarity,



Chuck Browning  
Vice President and Director  
International UAW Chaplaincy Department

CB:CH:pl

opeiu494afl-cio

cc: Officers and Regional Directors  
UAW Chaplaincy Officers  
UAW Chaplaincy Regional Coordinators  
UAW Chaplaincy Regional Liaisons  
Scott Eskridge  
Darryl Goodwin  
Cynthia Harris  
Brandon Keatts  
William Parker  
Stacie Steward