



**Brandon W. Campbell, Director**  
UAW Region 4  
900 E. Center St.  
Ottawa, IL 61350

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

**SHAWN FAIN, PRESIDENT**

**MARGARET MOCK, SECRETARY-TREASURER**

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

May 15, 2025

**To: All Local Union Presidents, Financial Secretaries, and Recording Secretaries  
Region 4, UAW**

**Re: UAW Region 4 Advanced Grievance Handling: August 10-15, 2025**

**DETAILS FOR THE ABOVE-REFERENCED EVENT ARE AS FOLLOWS:**

- Conference & PGC Hotel Registration: Now through July 25, 2025
- Travel Day: Sunday, August 10<sup>th</sup>
- Event Check-In: Sunday, August 10<sup>th</sup> from 3:30 p.m. - 5 p.m.
- Mandatory Session, August 10<sup>th</sup> at 5 p.m. for all attending delegates.
- Event Adjourns: Friday, August 15<sup>th</sup> at Noon

**Conference Registration:**

- Registration Website - <https://conference.uaw.org/region4/gha.php>
- Username: 2025region4/Password: registerGHA
  - Enter your PGC lodging confirmation number (if applicable).
- **If staying at the PGC**, complete the hotel reservation step *before* the conference registration.

**PGC Hotel Reservations:**

- Rooms will be available on a first-come, first-served basis for \$70 nightly.
  - Each room has two beds. We encourage double occupancy whenever possible.
  - PGC Hotel check-in begins: Sunday, August 10<sup>th</sup> at 3 p.m. Check-out: 10 a.m. Friday, July 18<sup>th</sup>
  - Reserve rooms by contacting Holly at [hskoog@uaw.net](mailto:hskoog@uaw.net) or (847) 459-3888.
- If you get the office voicemail, leave a message with:
- The room request and email address for confirmation and/or follow-up.
  - When making reservations, indicate if the delegate(s) has special room requirements.

\*A confirmation number will be emailed to you once the reservation has been received.

**Registration fee:** \$325 per delegate (which includes the cost of meals and materials). First meal provided will be breakfast on Monday, August 11<sup>th</sup> and the last meal proved will be breakfast on Friday, August 15<sup>th</sup>.

Send non-refundable fees by July 25, 2025, to the following address:

**UAW Region 4  
900 E. Center Street  
Ottawa, IL 61350  
Attn: GHA**

Make checks payable to: UAW Region 4 Activity Fund.  
Notate - GHA on the memo line.

**Please ensure the PGC Hotel is full before seeking area lodging.** When PGC Hotel rooms are sold out, reduced rates have been arranged at the following Ottawa hotels:

- Fairfield – 815-431-8955
- Hampton Inn – 815-434-6040
- Quality Inn – 815-433-9600
- Super 8 – 815-434-2888

\*We **STRONGLY** encourage avoiding the Holiday Inn as it was built by non-union labor.

**Financial Assistance:** The UAW Region 4 Retired Workers offers scholarships providing up to \$1,000 for each member attending. This covers registration and lodging, with the remainder helping to offset mileage or lost time. To be considered for financial assistance, locals must make a written request to me and attach their last three (3) monthly financial statements.

**Please Note:** This call letter has been posted on the UAW Region 4 website: <http://region4.uaw.org>. Additional questions should be directed to Rory Dolan, our Region 4 Education Coordinator, at (847) 459-3888.

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This conference will focus on a core skill to a Union Representative - Grievance Handling. During the conference, we will focus on the skills that make a skilled Grievance Handler. Skills such as, how to investigate grievances, effective notetaking, and how to present a grievance. As we all know, sometimes the members' issues fall outside the confines of the agreement. We will learn how to mobilize around the issue to win justice for the members. Last year this was our most popular conference, be sure to register soon to ensure your spot.

This session will be limited to 125 active members

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In solidarity,



Brandon Campbell, Director  
Region 4, UAW

BC/RD:hs  
opeiu494afl-cio

cc: Lucas DeSpain, Assistant Director

**ATTENTION FINANCIAL SECRETARIES**

The LM2 for this conference is:

Representation	<u>95%</u>
Administrative	<u>          </u>
Political	<u>5%</u>