



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

SHAWN FAIN, *PRESIDENT* • MARGARET MOCK, *SECRETARY-TREASURER*
VICE-PRESIDENTS: MIKE BOOTH • RICH BOYER • LAURA DICKERSON

March 26, 2026

To: International Skilled Trades Advisory Committee

Greetings:

The International Skilled Trades Advisory Committee (ISTAC) meeting will be held at the Walter and May Reuther UAW Family Education Center, located in Onaway, Michigan. The meeting will convene on Tuesday, June 2, and conclude on Thursday, June 4, 2026. (There will be a meeting for ISTAC Officers held Monday evening upon arrival (details TBD) **Travel days are Monday, June 1, and Friday, June 5.**

ISTAC's Topics for Discussion

- ISTAC Reports (Please bring written report and prepare a 5-minute verbal report)
- 2025 Skilled Trades Conference Follow-up
- Bargaining Template Development (**Bring your local agreement for discussion**)
- Resolutions Development (Based on previous booklet)

Please plan to arrive on Monday, June 1, and check out on Friday, June 5. (Please note that if you check out on Thursday, it will become your travel day for per diem purposes)

Registration will be on Tuesday, June 2, at 8:00 am in Classroom M, prior to the meeting.

Please notify Carmen Gomez in the UAW International Skilled Trades Department at cmgomez@uaw.net or 313-926-5486 by **Wednesday May 6** if you will be in attendance. After you make flight arrangements, **please provide your flight #, arrival and departure times, no later than May 11, 2026.** Confirmation will allow us to make your lodging arrangements. Check-in time starts at 2:00 pm.

Parking

The Black Lake Conference Center is owned and operated by the UAW. It is our policy to allow only Union-made vehicles onsite. This includes vehicles that are Union-made from the USA and Canada. If you have a vehicle that does not meet these criteria we have parking facilities just outside the entrance. Vehicles allowed to park inside at the Reception Center should have a VIN # starting with a 1, 2, 4, or 5.

The use of your own vehicle on the grounds to shuttle yourself is prohibited. All guests are shuttled to and from lodging/events by onsite shuttles.

Travel Arrangements

If you live within 300 miles of Onaway, Michigan you must drive. Mileage will be reimbursed at the current IRS rate of \$.725 per mile.

Flights: We encourage you to make your flight reservations as soon as possible to secure the lowest fares. **Reservations cannot be made after May 6, 2026.** The travel dates are Monday, June 1, and Friday, June 5. All participants are expected to arrive at the Walter and May Reuther Family Education Center on Monday, June 1, and remain until Friday, June 5. Flight arrivals and departures should be arranged accordingly. Arrangements for booking airline reservations have been made with Travel Solutions International (TSI USA). If you have any issues with reservations, you may call TSI USA at (866) 397-0667 to make airline reservations. The transaction fee for making airline reservations is \$25.00 per ticket for credit card transactions and \$20.00 for Locals requesting accounts receivable. **Please remember that if you choose an agency other than TSI the International will not reimburse the Local.**

Expenses

- A flat sum of \$55 per overnight stay for meals will be reimbursed. Reimbursement for the travel day home will be \$25. **If meals are provided, they will be deducted from the daily per diem.** See below for meals that will be provided. (Refer to attached reimbursement form for allowable per diem)

Provided Meals

<u>Monday 6.1.26</u>	<u>Tuesday 6.2.26</u>	<u>Wednesday 6.3.26</u>	<u>Thursday 6.4.26</u>	<u>Friday 6.5.26</u>
	Breakfast	Breakfast	Breakfast	Breakfast
	Lunch	Lunch	Lunch	
Dinner	Dinner	Dinner	Dinner	

- Transportation from Pellston Regional Airport to the Black Lake Conference Center will be arranged once you provide your travel arrangements to us.
- Parking at the airport you depart from will also be reimbursed by receipt.
- ISTAC Members will be paid a staff wage rate for daily attendance. This will not include lost overtime. If a retiree attends per the Bylaws, please contact Becky Ervin for details on wage allowance.
- The International Union will reimburse the local union, upon proper submittal of ISTAC reimbursement forms, which are included with this Call Letter.
- **Rental cars will not be reimbursed. Shuttle arrangements will be made based on your itinerary information being provided to Carmen Gomez NO LATER THAN May 6, 2026.**
- Guests to UAW functions: Please note: new policy structures do not allow guests to be included in function meals/events that would incur additional charges. Please contact Becky Ervin for pay-per-guest options information.

We look forward to your participation in the 2026 Spring ISTAC meeting. Any questions should be directed to Becky Ervin, Skilled Trades Assistant Director at (313) 926- 5775.

In solidarity,



Shawn Fain
 President
 Director Skilled Trades Department
 International Union, UAW

SF:SC/dw:cmg
 opeiu494afl-cio
 Attachments

cc: International Executive Board
 International Skilled Trades Staff
 Local Union Presidents
 Local Union Financial Secretaries
 Regional Skilled Trades Coordinators
 Brandon Keatts
 Stacie Steward



ISTAC EXPENSE REIMBURSEMENT FORM

This form must be submitted by Monday, July 10, 2026

June 1 – 5, 2026

Walter & May Reuther Education Center (Black Lake)

2000 Maxon Rd.

Onaway, MI 49765

Local Union #: _____

Member's Name: _____

Per Diem	
6/1/26:	\$26.00 (\$12.00 Breakfast, \$14.00 Lunch)
6/2/26:	\$0.00 (Breakfast, Lunch, Dinner Provided)
6/3/26:	\$0.00 (Breakfast, Lunch, Dinner Provided)
6/4/26:	\$0.00 (Breakfast, Lunch, Dinner Provided)
6/5/26:	\$13.00 (Travel Day, \$12 Breakfast Provided)

Reimbursement requests must be submitted no later than July 10, 2026. Please send to: Carmen Gomez – cmgomez@uaw.net.

Wage Rate Per Date:	\$
Per Diem:	\$
Mileage: (x .725 cents/mile)	\$
Hotel:	\$
Airfare:	\$
Luggage Fees:	\$
Parking & Tolls:	\$
Airport Transportation:	\$
Other:	\$
Total:	\$

(\$409.95* x _____ days)

(See Table Above)

Financial Secretary's Signature: _____

Financial Secretary's Name and Local Union Address:

Local Union Telephone Number: () _____

* If you are attending the ISTAC meeting as a retiree, per the bylaws: reimbursement of wages will be a flat rate in line with the historical practice. Contact Becky Ervin for details.

** Airfare will only be reimbursed if it is processed by Travel Solutions International (TSI USA): (866) 397-0667

***Please include: all receipts, MapQuest of driving to and from local union hall, and proof of payment to ISTAC member.