



---

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

---

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

April 4, 2024

*TO:* UAW Retired Workers Advisory Council Members  
UAW Retired Workers Representatives

*SUBJECT:* *RETIRED WORKERS ADVISORY COUNCIL MEETING*  
*April 29-May 2, 2024*  
UAW Solidarity House

My Brothers and Sisters,

The next Retired Workers Advisory Council meeting will be held April 30-May 1, 2024, at Solidarity House in Detroit, MI. Hotel accommodations will be at MGM Grand Detroit.

Please plan your travel as follows:

|  |
|--|
| <p><u>ARRIVE:</u> Monday, April 29 (3:00 p.m. Hotel Check-In)<br/><u>DEPART:</u> Thursday, May 2</p> |
|--|

### **Hotel Accommodations**

Hotel accommodations for Advisory Council members and staff will be made by the Retired Workers Department once you RSVP to Beckie Bridgewater at [rbridge@uaw.net](mailto:rbridge@uaw.net) or (248) 302-1253. Housing for Retired Workers delegates will be paid through the UAW Retired Workers Department. Staff must use their UAW issued credit cards. You must notify the Retired Workers Department immediately if your travel plans have changed. The hotel will bill the department if your room reservation is not cancelled in advance and this bill will be passed to you. If driving, self-parking is free; however, you will be responsible for any valet parking charges. Incidentals are at your own expense. Handicap rooms are available if necessary, so please indicate that when you RSVP. **Cut-off date for reservations is April 19, 2024. Please verify your total room charges upon checkout and be sure to get a copy of your bill for your expenses.**

## Air Travel Information

Please call TSI at 1-866-397-0667 immediately to book your airfare. Your airfare will be billed directly to the UAW Retired Workers Department. You must accept the lowest airfare according to the UAW travel guidelines. If you live outside of the 300-mile radius and choose to drive, you will only be reimbursed for the lowest cost airfare. **Staff should make flight arrangements through Concur.**

In keeping with UAW policy, all Retired Workers delegates residing within 300 miles of Detroit, MI should drive, and their mileage expenses should be submitted to the UAW Retired Workers Department for reimbursement. Please call if you have any questions regarding the UAW travel policy.

All meeting attendees should send their request for expense reimbursement and necessary receipts to the Retired Workers Department for payment. Your per diem will be paid as follows when you submit your meeting expenses to our department:

|                       |   |
|-----------------------|---|
| Monday, April 29      | \$55.00   |
| Tuesday, April 30     | \$0 (\$55.00 minus Breakfast, Lunch and Dinner) |
| Wednesday, May 1      | \$29.00 (\$55.00 minus Breakfast and Lunch)     |
| Thursday, May 2       | <u>\$25.00</u> – Travel Day                     |
| <b>Total per diem</b> | <b>\$109</b>                                    |

Expense forms will be handed out at the meeting. **If you live within a 100-mile radius of downtown Detroit, you will not receive per diem, however, you will receive hotel accommodations.**

I look forward to seeing you in Detroit.

In solidarity,



Lisa Rink, Director  
UAW Retired Workers Department

LR:elr  
opeiu494  
cc: IEB  
Top AA's  
Assistant Regional Directors  
Beckie Bridgewater