



JUNE LEADERSHIP CONVENTION, CONFERENCE AND TRAININGS

We are looking forward to having the elected leadership of SPEEA all together in Seattle for our annual gathering in June. This is both our opportunity to invest in our own development through training and also to set the direction for our union. This publication contains information you will need for the upcoming June meetings in Seattle with a couple of friendly reminders.

REGISTRATION

By now you should have received an email link to register online. This is your registration for meetings, breakout sessions, travel and accommodation needs for the June events. If you have not already completed the survey, please do so immediately. Please contact Terry Hall if you have any registration questions (206/433-0991, extension 130 or terryh@speea.org).

SCHEDULE OF EVENTS

Attire: Business casual for all events listed below. There will be individual professional photographs taken Friday upon checking in. In order to get the best picture possible, please wear a solid color shirt that day.

***Note:** For those planning to attend the L&PA or Executive Board Meetings listed below in the Tukwila office, please **RSVP to Robin Fleming**– 206/433-0991 or robinf@speea.org. Transportation will be arranged and communicated separately for those traveling from outside the Puget Sound region that registers to attend.

Thursday, June 5, 2008 (8:00 a.m. to 4:00 p.m. at SPEEA Tukwila Hall)

Council Rep Basic Training. New Council Reps are required to attend. Lunch will be included.

***See note above.**

Thursday, June 5, 2008 (5:00 p.m. – 7:00 p.m. at SPEEA Tukwila Hall) – SPEEA **Legislative & Public Affairs Committee** Meeting. Dinner will be provided to those that RSVP. ***See note above.**

Thursday, June 5, 2008 (4:00 p.m. – 8:00 p.m. at SPEEA Tukwila Hall) – SPEEA **Executive Board Meeting.** Dinner will be provided to those that RSVP. ***See note above.**

Friday morning, June 6, 2008 (10:30 a.m. to 12:30 p.m. At The Edgewater Hotel - location to be provided) – A gathering of all out of town CR's, Council Officers, E. Board and Staff. This is a welcome session for attendees traveling from outside of the Puget Sound. Lunch will be included.

Friday afternoon, June 6, 2008 (12 p.m. in the **Olympic Ballroom Foyer** on the 4th Floor, at The Edgewater Hotel) - **Registration** begins. The days activities listed below take place in the **Olympic Ballroom** on the 4th floor at **The Edgewater Hotel**. (1:00 p.m. – 3:30 p.m. in the **Olympic Ballroom**) - **Workshop**. (Lunch is on your own for those not traveling from outside the Puget Sound area.) Please arrive in time to register and be at the Olympic Ballroom ready to go by 1 p.m. (3:30 p.m. – 4:30 p.m. in the **Olympic Ballroom**) – **Dinner**. The annual **Council Convention** will begin at 4:30 p.m.

Saturday, June 7, 2008 The days activities listed below take place in the **Olympic Ballroom** unless noted otherwise. (7:00 – 8:00 a.m. on the 4th floor in the Olympic Ballroom/Terrace Room) - **Continental Breakfast**. (7:30 a.m. in the Olympic Ballroom Foyer) – **Registration** begins. The **Leadership Conference** starts promptly at 8:00 a.m. – This is SPEEA's **Annual Leadership Conference**, which is required training for Council Reps and Board members. Breakfast and lunch are included. Immediately following the Leadership Conference, we are holding a **Social** (see below).

Saturday afternoon, June 7, 2006 (4:30 p.m. – 7:00 p.m. in the Alki/Winslow Room on the 3rd floor at The Edgewater Hotel) – **Social/Reception**. This will give folks a chance to socialize once the meeting has concluded. This has traditionally been a well attended, fun wrap up to the weekend and we encourage you to participate. Refreshments will be provided at the Social. After that, you are on your own.

Saturday Training Sessions

Session 1 - Saturday, 10:00 AM to 11:30 AM

How to Influence Others When You Are Not In Charge (Michael-John Bristow Sponsored by Ed Wells Partnership) - "This workshop is about power and the art of influence. You will learn how to deal with resistance, how to effectively pitch ideas and how to build an environment of collaboration rather than conflict."

Leadership Characteristics (James Mills) - "This hands-on class will help to identify, explore and determine the ten most effective characteristics of leadership."

Grievance Handling (SPEEA Contract Administrators) - "This class will satisfy your annual requirement for Grievance Handling."

The Craft of Negotiations (David Alexander, National Labor College Instructor) - "This workshop will cover the different phases of the negotiations process, the varied roles of the negotiations team members, and how to communicate with the membership during bargaining."

Session 2 - Saturday, 12:25 PM to 2:15 PM

How to Influence Others When You Are Not In Charge (Michael-John Bristow Sponsored by Ed Wells Partnership) - "This workshop is about power and the art of influence. You will learn how to deal with resistance, how to effectively pitch ideas and how to build an environment of collaboration rather than conflict."

Legislative and Public Advocacy 101 (Matt Biggs IFPTE and Stan Sorscher) - "Beyond collective bargaining, SPEEA, IFPTE and CESO actively participate in legislative and policy areas regarding pensions, trade, economic development, R&D, health care, outsourcing, and other issues important to our members at federal, state and regional levels. Our strength is in member involvement and bringing our unique voice to the larger public policy debates."

Grievance Handling (SPEEA Contract Administrators) - "This class will satisfy your annual requirement for Grievance Handling."

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Session 3 - Saturday, 2:30 PM to 4:00 PM

How to Influence Others When You Are Not In Charge (Michael-John Bristow Sponsored by Ed Wells Partnership) - "This workshop is about power and the art of influence. You will learn how to deal with resistance, how to effectively pitch ideas and how to build an environment of collaboration rather than conflict."

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Sunday, June 8, 2008 (9 am – 4 pm) – location TBA. Puget Sound & WEU Negotiation Teams training.

SPEEA TIME/EXPENSES

If you are traveling from outside the NW Washington area, SPEEA will be paying for your **Time Off** that is required to take this trip. You should charge your time to “**SPEEA Company Business**”, and the Company will bill us. (If you have questions about the exact code to use, check with another activist in your area who has used such SPEEA-paid time before.) If you are taking extra days at your own option, you should use your own **vacation** credits for time off during those extra days.

A **SPEEA Expense Report Form** for use in applying for reimbursement of covered expenses, can be found on our website at: http://www.speea.org/Forms/expense_reports.html.

If you have any questions about what expenses might be reimbursable, please contact Comptroller Pauline Tamblyn directly at – 206/674-7351 or 800/325-0811, extension 121 - PRIOR to the trip, if possible.

MEETING LOCATIONS

SPEEA Headquarters/Tukwila Union Hall (Thursday, June 5th)

15205 – 52nd Avenue S., Seattle; 206/433-0991 or 800/325-0811. Directions are also available at www.speea.org (look under ‘contact SPEEA’).

The Edgewater Hotel (Friday & Saturday)

Located on the Seattle Waterfront at – Pier 67, 2411 Alaskan Way; 206/728-7000 or 800/624-0670; www.edgewaterhotel.com. The Edgewater Hotel is where we will be holding our Friday, Saturday and Sunday events.

Hotel Accommodations:

Reservations have been made based on input received through your Registration. If you requested overnight accommodations, confirmation details will be emailed to you directly in the coming weeks.

As noted on the registration, for those within the Puget Sound area traveling 40 miles or more to attend the following meetings, SPEEA will pay for your accommodations at **The Edgewater Hotel**: Council Rep Basic Training – for the evening of Thursday, June 5; and Leadership Conference for the evening of Friday, June 8. If you are traveling less than 40 miles and would like to stay at The Edgewater, you may do so at your own expense. (**Note:** a limited number of rooms are available at the discounted rates SPEEA has obtained.) If you later determine accommodations are needed, contact Sheila Martinez at sheilam@speea.org or 206/433-0991, extension 128. Reservations will be made based upon availability and best available rate.

Directions and Parking:

To The Edgewater Hotel from I-5 South:

- Take Exit 167 (W. Mercer St./Fairview Ave.)
- Turn right onto Fairview Ave.
- Take first left onto Valley St.
- Stay left; Valley St. merges into Broad St.
- Continue on Broad St. to Elliott Ave., turn left
- Once you pass the Wall St. intersection, park in the **Republic Bell Street parking garage** on your immediate right



Please note the two parking garage entrances, Elliott Ave. and Wall St. (hours of operation should coordinate with our schedule each day).

To The Edgewater Hotel from I-5 North:

- Take the Madison St. exit (also called Convention Place exit)
- Turn left onto Madison St.
- Stay on Madison St. until you come to the waterfront (will come to a "T" with Alaskan Way)
- Turn right on Alaskan Way, continue about one mile
- Pass Pier 66 on your left; the next street after the sky bridge at Bell Harbor International Conference Center is Wall St. Turn right.
- Turn right on Elliott Avenue
- Park in the **Republic Bell Street parking garage** on your immediate right. (The sky bridge takes you to Bell Harbor Conf. Center)

The Edgewater Hotel is located on the Alaskan Way waterfront at Wall Street across from the Republic Bell Street Parking Garage (adjacent to Art Institute of Seattle). For those needing overnight parking, details will be provided via email with hotel confirmation details.

You will receive a **parking voucher** at each day's registration for the Republic Bell Street Parking Garage. Please let Sheila know if special parking needs are required. (Please note: if you choose to valet park at The Edgewater, it will be at your expense of \$28 per day.)

HOTEL/AIRPORT/MEETING TRANSPORTATION

For those traveling from outside the region, travel details will be provided based on information provided in your registration. Or if you have additional questions, please contact Sheila Martinez.

ADDITIONAL NEEDS

If you need additional maps or directions to these events, please let Sheila know. For those traveling from outside NW Washington, you will be individually receiving your hotel confirmation, travel and transportation information and free-time activity suggestions.

Please check www.speea.org for updates about these events.

If you have any other questions on the June meetings, please contact Laura Wentworth at - 1-877-355-2883, extension 103. See everyone in June!