



# BASE *brief*

AN OFFICIAL APFA PUBLICATION

## SFO

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### February 2006

#### What's New at SFO?

Since we took office last April, we have been meeting regularly with SFO Flight Service management to find ways to improve our quality of work life here at SFO. Some of our recent accomplishments have been to set up van transportation between airports during the hours when it's impossible to reach the three Bay Area airports using public transportation. You must meet specific criteria to be eligible for re-imbusement for this transportation. Please see the SFO Base Page on the APFA website or the Flight Service website for details. We also are pleased to announce that the television in the SFO Crew Lounge now has cable installed. Unfortunately there are still some technical difficulties so it's not functional yet. Soon you will be able to watch television without fuzz while on sit time or when you are waiting around during one of our long winter delays! Future goals include improving relations between Flight Service and Flight Attendants. We welcome any suggestions!!

#### Open Dialogue:

One way we see as an avenue to start improving relations with your Flight Service Manager is to keep an open dialogue with them. If you have a late sign in or miss a trip, give them a call and let them know what happened.

#### Attendance & FMLA

We know attendance issues are a continuous headache for many of you. In accordance with keeping the lines of communication open, we encourage you **NOT** to ignore emails/letters from your Flight Service Managers regarding being placed on an attendance step. If you are on vacation and receive an "Intent to Issue Attendance" letter, you can still set up a meeting even if it's after the deadline. While you are NEVER required to share details about your medical condition with your FSM, it's OK to give them a heads up that you were out sick, especially if you are on any type of warning(1<sup>st</sup>, 2<sup>nd</sup> Pre-term) within the attendance policy.

Also, please be mindful of the very strict timelines when applying for FMLA and using California Sick. All of the FMLA guidelines can be found on Jetnet. Remember, you have two days from returning to work to notify either your FSM or the Family Leave Coordinator that you plan to apply for FMLA for your absence. Remember, DO's count as a day back at work but duty free periods do not. SFO will soon be joining several other bases in having FMLA handled by a centralized call center. Stay tuned for the date and procedures for using this new system. Even if you are applying for FMLA for an absence 7 days or more, you should follow the procedures to have the occurrence reduced to one just in case your FMLA is denied. You only have 10 days to contact Call-A-Nurse or AA Medical to have the absence reduced, and if your FMLA is denied, you run the risk of missing this deadline.

If using California Sick, you should call your FSM as soon as you clear the sick list to let them know which family member was sick. Remember that California Sick can only be used to take care of your parent, spouse, domestic partner or child. It can NOT be used for your own illness. You may use up to 1/2 of your annually accrued sick leave to care for eligible family members. To check to see how many hours you can use for the year, get into your personal mode and pull up your HISK/L. Scroll down to the bottom and look to see how many sick hours you accrued for the year. You may use 1/2 of that amount. Remember, California Sick may only be used for paid absences. Therefore, you must have sick time in your sick bank and you can NOT use it for an OE or MU trip. For complete details, see the base page of the APFA website or Flight Service website.

As always, you have a right to union representation at any meeting with your FSM, and we encourage you to take us along. Just give us a call if you would like us to attend an attendance or any other meeting with you.

#### Myth of the Month

"You can't be fired for attendance". We hear that statement quite often and would like to let you know that yes, people do get fired for attendance. The other myth is that they'll get their jobs back. Not everyone gets their job back and if they do, they are often off work for at least 1-1 1/2 years before they are returned to work.

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### **Misconnection, Illegality, Cancellation (MIC)**

Anytime you have a misconnection, illegality or cancellation whether it's at origination or mid-sequence there are specific steps you must follow. Please refer to Article 9. p or the On-Duty Contract guide pages 20-23 for details. If you don't have your On-Duty Contract guide, you can print it from the APFA website. This is an extremely useful guide that every Flight Attendant should carry with them. Here's a helpful hint regarding MIC procedures: if you experience a MIC at sequence origination, you MUST call Crew Schedule. If you experience a MIC mid-sequence you MUST contact Crew Tracking.

### **8 hours behind the door! (Crew Rest Letter of Agreement...complete language is found on the APFA website)**

Yes, we finally got it back! If you find yourself in a situation where you get to the hotel and you will have less than 8 hours before your scheduled pick up time, the purser or #1 must call Crew Tracking and inform them. Your sign in time will be adjusted accordingly or the crew can be rescheduled to accommodate a legal rest break. While this doesn't fix all of our rest issues, it's definitely a step in the right direction. We'd like to thank everyone who took part in the APFA Membership Surveys and the We're Restless campaign!

### **SFO Base Council**

Our council has grown significantly since we took office in April, and we'd like to thank everyone who has volunteered for this important job! Your Council is a valuable asset that you can use to get answers to questions regarding retirement, scheduling and contract problems, maternity, EAP issues and more. Many of our Reps have attended or will be attending training at APFA headquarters. Since we both fly trips and aren't always available, you should utilize this great group of people. Remember, these Flight Attendants are volunteers and most of their contact numbers are their home phones. So please be mindful of the time of day when placing calls to them. We have just printed a new list with up-to-date contact information for them all. This list fits into your manual. There also will be a current list on the SFO Base Page on the APFA website and on the APFA bulletin boards in both SFO and SJC.

### **The Rumor Mill**

Rumors can be quite disrupting to the unity of our membership. Please, if you hear something and you don't know whether or not to believe it, contact one of us and we'll be happy to clarify the information or most likely misinformation!

### **InfoReps**

We need more!!! This program fell by the wayside after our successful contract of 2001. It's time to jump start the program. Being an InfoRep doesn't require a lot of time and it's easy to do. Your primary function is to help spread accurate information on the line. If you stay informed by reading APFA publications and weekly hotlines, and you made it to this paragraph in this brief, then please volunteer to be an InfoRep and help get Flight Attendants involved in their Union again. To sign up, simply call or email us, or email SFO InfoRep Captain Les Pierce at [SMFFA@aol.com](mailto:SMFFA@aol.com).

### **SFO Base Email Newsletter**

Sign up today to receive our SFO Base e-letter. We promise we will not inundate your email boxes with frivolous mail, and we won't share your addresses with anyone. We don't send out more than one email per month unless something critical is going on that requires more frequent communication. At the end of this newsletter is a form you can fill out with your email address and drop in the APFA lock box, or you can simply email us your address. Send email to: [SFOBaseNews@sbcglobal.net](mailto:SFOBaseNews@sbcglobal.net)

### **Final Thoughts**

We are very proud to represent such a great group of people. We will be continuing our monthly day in Ops which seemed to have taken a holiday during the holidays. Look for future dates and times of our Day In Ops on the APFA bulletin boards or on the SFO Base Page on the APFA website. We always welcome your feedback regarding any topic that's important to you. Please continue to inform us of trip sequences that are simply unhealthy and unsafe. We welcome bid sheet feedback, too. We hope to meet with Crew Resources soon to address the many bid sheet issues SFO continues to face.

In Unity,

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### **Email Address Form:**

Name \_\_\_\_\_ Employee # \_\_\_\_\_

Email Address: \_\_\_\_\_

Please print legibly! Drop in APFA Lock Box.