

## **Duties and Responsibilities**

## **Membership and Benefits**

### **Qualifications and Expectations:**

Significant knowledge of the membership list, Contract provisions for Insurance, Retirement and Occupational Benefits is recommended. Strong communication and computer skills, effective leadership and organizational abilities are recommended.

This committee consists of Co-Chairpersons. This committee will be responsible for updating membership contact information, work status and dues in coordination with HAL and the International office. This committee shall also be knowledgeable on current Contractually required Insurance, Retirement and Occupational programs including medical, dental, life, LTD and other Insurance and Retirement plans, including 401(k) plans.

### **1. SCOPE:**

- a.** The MEC Benefits Committee shall be knowledgeable in current contractually provided insurance programs, leaves of absence, and occupational benefits. In addition, the committee shall have a working knowledge of the state worker's compensation laws of the states in which there are domicile locations.
- b.** The committee shall be responsible for researching and recommending improvements to the MEC in present programs achieved through collective bargaining, legislation and any other means.

### **2. POLICY/RESPONSIBILITIES:**

- a.** The MEC Benefits Committee shall consist of the MEC Benefits Committee Chairperson and the Local Benefits Committee Chairperson from each council.
- b.** While this committee may provide general information on worker's compensation laws, committee members will encourage Flight Attendants who have sustained a work-related injury or illness to utilize the resources available to them within their domicile and state.

### **3. THE MEC CHAIRPERSON SHALL:**

- a.** Be responsible for being knowledgeable about all present contract provisions with respect to occupational benefits.
- b.** Research and have knowledge of state workers compensation benefits for at least the states in which Hawaiian Airlines maintains domiciles.
- c.** Keep the membership informed of all benefits and any changes in Company, Legislative or Judicial policy regarding occupational injuries or illnesses. S/he will compose informational and educational articles of interest to the membership and provide them to the MEC Communications Chairperson to be included in MEC communications and posted to the MEC website.

### **4. THE COMMITTEE SHALL:**

- a.** Be responsible for being knowledgeable about the Flight Attendant Short and Long-Term Disability Policies and how they integrate with other occupational benefits.
- b.** Be responsible for being knowledgeable about the benefits associated with permanent disabilities.
- c.** Be responsible for being knowledgeable about leaves of absence available to Flight Attendants including but not limited to medical, personal, military, Union, educational, and leave under the Family Medical Leave Act (FMLA).
- d.** Assist Flight Attendants with problems that may be encountered with their claims by making referrals to worker's compensation legal resources that the Union shall research.
- e.** Develop and maintain education and reference materials for Flight Attendants regarding topics within the scope of the committee.

- f.** Work to see that occupational benefits at Hawaiian are equivalent or better than the rest of the industry. Report any findings to the MEC.
- g.** Work to improve state workers compensation laws within the appropriate state agencies.

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