

The purpose of the Community Services Committee is to acquaint the membership with the services of both public and private agencies in the community and with details of the programs which they offer.

The size of the committee should be relative to the number of members in the local union. The officers of the local union should determine the number for their particular need. Committees usually consist of three to twelve members.

A chairperson can be appointed or elected. An important part of their job is to contract agencies when questions regarding their services arise. In effect, they serve as a liaison so that a spirit of coordination and cooperation is established with the agencies.

Now, how do members of the Committee become acquainted with the agencies and their services?

First, the officers of the union should contact the full-time labor liaison representative in their area and ask for the labor liaison to appear at the local union to meet with the officers of the Community Services Committee to explain the services of agencies and how referrals should be made. When necessary, this person can invite any agency representative to outline agency services and programs. The Committee may want to train more people in the local union to act as referral agents or union counselors. If this is desired, contact the full-time labor staff on Community Services regarding Counselor Training classes. There are over 265 full-time Community Services Labor Liaisons across the country working for the AFL-CIO Central Labor Council or State Federation, a local United Way, Red Cross or a labor agency working with and assisting all labor organizations in their efforts to provide guidance and counseling to their members with problems.

The chairperson and at least one other committee member should become acquainted with the benefits that the local union or international union can provide in regard to "off-the-job" problems. When the Committee is ready to function, the officers of the local union should notify the membership that such a service will be provided. There are, of course, other functions that the Committee can perform. The labor liaison will discuss the broader aspects of the job when they meet with the local officers of the Community Services Committee.

This structured program assures local union officers of a proven way of assisting their members to meet personal, as well as family health and welfare needs. It does this by helping members use intelligently and fully the Community Social Services provided through agencies to which we have all contributed either through taxes or voluntarily through the United Way.

UAW COMMUNITY SERVICES STRIKE ASSISTANCE COMMITTEE

All local unions should have an established working Community Services Committee as mandated in Article 44 of the Constitution of the International Union (Local Union Committees). A good Community Services Strike Assistance Program, like any good insurance policy, anticipates and prepares for the future. The objective of such a program is to meet the health and welfare needs of members and their families during strikes, layoffs, etc., since a Strike Assistance Program is nothing more than the broadening of the local union's regular community services program. The Community Services Committee should be charged with the responsibility of organizing and administering the strike relief operation. (See UAW Administrative Letter No. 1, Volume 38, February 11, 1988.)

Our members may eventually apply for assistance during a strike, and the local union Community Services Committee should notify their members of the existence of the Committee and its plans to assist any member in need! Such announcements can be made at local union meetings, in the local union papers, or in mailings to the homes of union families, as well as through informational news bulletins developed by the Community Services Committee.

Note: Only a functioning, active Community Services Committee with a year-round program will be prepared to fulfill its responsibilities to its members during a strike.

Referral Forms: Counselors should familiarize themselves with the various community services available, and with the forms used by different agencies. (Sample forms are available from the full-time labor liaison and the UAW Community Services Department.)

One of the most frequently used forms in a "Referral for Assistance" form. The counselor obtains the information requested on the form in an interview with the person requesting assistance. He/she completes the form and signs it. This prescreening procedure should be approved by the County Social Services Departments in the counties where the members reside when application is for food stamps and direct assistance. Experience has proven that this procedure saves members both time and unnecessary travel expense by anticipating what information is needed by the county or agency.

The Community Services Committee will find it helpful, as experience has proven, to complete the referral form in duplicate and retain one copy for their own files.

Another form used frequently, which should be thoroughly familiar to the counselor and available in quantity, is the "Community Services Contact" (CSC) form. The CSC form should be used by the committee, if necessary for their files and future reference.

In the event of a mass layoff or work stoppage for any reason, the Community Services Committee should immediately post a bulletin stating the location and the times when the committee is accessible to members. A sample notice is available from the full-time labor liaison upon request.

Procedures, which must have officer, board or membership approval to expend funds such as facilities, telephone, stationery, etc., require as much advance preparation as is humanly possible. A crisis necessitates direct and immediate action. There is no time to set up procedures during a crisis. Therefore, prepare in advance so that you members will not be without your help when they need it most.

Advance preparation is an important part of the Community Services Program.

Prepared by
UAW Community Services Department

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UAW COMMUNITY SERVICES



IN THE LOCAL UNION

- ▶ **WHAT IT IS**
- ▶ **WHAT IT DOES**
- ▶ **HOW IT WORKS**

Ron Gettelfinger, President
International Union, UAW
UAW Community Services Department

IN THE UAW

Article 44

INTERNATIONAL UNION CONSTITUTION

Local Union Committees

The Local Union shall have the following standing committees: Constitution and Bylaws, Union Label, Education, Conservation and Recreation, Community Services, Civil Rights, Citizenship and Legislative, Consumer Affairs, Veterans, a Local Union Women's Committee, where such membership exists and such other committees as they deem necessary.

All Committees shall be appointed or elected, subject to the discretion of the Local Union or unit workplace organization in the case of an Amalgamated Local Union.

WHAT IT IS

It is a program of services designed to meet the health and social welfare needs of our local union members and their families.

It is a plan of action geared to help build a better community through orderly and democratic social change.

A union member works eight hours a day, but he/she lives twenty-four. Eight from twenty-four leaves sixteen; in other words, two thirds of a worker's time is spent off the job, and that's during a normal workweek.

Not too long ago, unions were primarily concerned with wages, hours, and working conditions. This concern with on-the-job problems was natural. The first labor unions were organized in the response to dangerous working conditions.

Now, thanks to organized labor, the American worker enjoys better pay, greater job security, more safety -- and much greater dignity and self-respect.

Labor's interest in its members has gone beyond the eight hours of work to reach beyond the worksite to the neighborhood and community. Through its Community Services programs, the UAW seeks to serve the whole person. Community Services embodies the commitment of organized labor to a better personal life for all.

A major concern of UAW Community Services is what happens to the union member when he/she leaves for home. What kind of place is home? Are the streets safe

for the children? What about the physical and emotional well-being of the family -- are recreational and cultural facilities available? Does he/she feel a part of their neighborhood? Is he/she active in their community?

Today's union serves its members around the clock, on the job, in the neighborhood; and in so doing, serves the entire community.

There are no eight-hour days in Community Services.

WHAT IT DOES

The Local Union Community Services, Committee acquaints members with the community's health and welfare services -- how they can be reached; what kinds of programs they offer. Social Services are an important part of any community, but they cannot serve citizens in need who are unaware of them.

The Committee can refer to community welfare agencies, in a sympathetic and confidential manner, fellow members who may need advice or aid in a family or personal health or welfare problem. By giving counseling and referral, we help our members and their families to solve problems that are outside and beyond the worksite; for instance:

- Alcoholism
- Blood Services
- Child Abuse and Neglect
- Disaster Preparedness
- Drug Addiction
- Elderly Care Services
- HIV/AIDS Education
- Credit Counseling
- Food - Housing
- Medical Care
- Mental Health Services
- Services for Disabilities
- Spousal Abuse
- Strike/Lockout Assistance
- Unemployment
- Plus many other personal and family needs.

HOW IT WORKS WITH THE COMMUNITY ACTION PROGRAM

"The object and purpose of the UAW Community Action Program (CAP) is to develop, promote and implement policies and programs which will improve and enrich the quality of American life. In furtherance thereof, the UAW Community Action Program will engage in community, civic, welfare, educational, environmental, cultural, citizenship legislation, consumer protection, community services and other activities designed to improve the economic and social conditions of UAW members and their families, and to promote the general welfare and democratic way of life for all people." "In addition, the UAW Community Action Program may cooperate and work with community groups in the common effort to make a better life for all people where the programs and objectives of such groups have the same basic objectives as the UAW."

UAW Administrative Letter, 5/19/69

It works by having the Community Services Committee members participate in a 4-12 week, one night a week, training program sponsored by the UAW-CAP Council where possible, or United Way/AFL-CIO Labor Councils where experts from all segments of public (tax supported) and voluntary (private) agencies within the community explain and discuss available services. This training is essential if we are to be knowledgeable regarding the full range of services available and how best to make full and intelligent use of them.

Training does not end in twelve weeks. It is an ongoing process which strives to teach you more about your community and involve more of our membership as union counselors.

As a result of qualified training sponsored by the UAW-CAP, the local union Community Services Committee and its trained counselors will be ready to:

- Present to the membership, at regular meetings, speakers from the various community social services agencies to explain their programs and extend an invitation for our members to use these resources;
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- Serve as referral agents to those members with off-worksites problems. Trained counselors are able to direct members to the proper places for help, as well as to help them secure the needed services;
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- Process grievances against any community social agency that denies available services to members;
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- Serve on boards, committees of local social service agencies to ensure UAW representation and to have a voice in improving services to our members and the community at large. The first step is to provide a list of qualified prospective board members from the local union to the UAW-CAP Council's Community Services Committee for their recommendations to individual agencies;
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- Publicize to the membership the total health and welfare resources existing in your communities.

IN THE LOCAL UNION

Community Services Committee

This brochure is designed to help local unions assist their members with any "off-the-job" problems they may have, whether due to plant closings, strikes, sickness, indefinite layoffs or unemployment for any reason.

In order to provide this type of service, a local must establish a Community Services Committee or, if a committee has been established, we urge the president of the local to appoint a chairperson for the Community Services Committee. This committee will have the job of referring members to agencies that offer help with various problems. The officers of the local union should notify their members of the formation of the committee and publicize their names.