



OFFICIAL CALL TO STANDING COMMITTEES & EMPLOYEE ASSISTANCE PROGRAMS (EAP) INSTITUTE

October 4 – 9, 2026

The Walter and May Reuther UAW Family Education Center
Onaway, Michigan

CONFERENCE DESCRIPTION

The UAW Education Department will hold its **Standing Committees & Employee Assistance Programs (EAP) Institute** at the Walter and May Reuther UAW Family Education Center in Onaway, Michigan, October 4 – 9, 2026.

With the theme “**From Participation to Power,**” the institute explores the direct link between strong local union standing committees and the collective power of our union. Delegates will create strategic plans to sharpen the focus and increase the impact of their committees. They will also prepare for their role in delivering contract campaign wins and develop effective communication skills to meaningfully engage the membership. Committee-specific training sessions will equip delegates to maximize their outreach within the scope of that committee's mission. Members new to standing committees will also receive training in committee basics.

The institute will also feature an Employee Assistance Program (EAP) track. A robust Employee Assistance Program enhances member well-being and contributes to the solidarity and collective power of the local union. Separate structured pathways will meet delegates at their own experience level, either to develop fundamental EAP skills or to deepen their expertise through specialized workshops. Combined sessions will provide a forum for mentorship and dialogue on best practices for building the power of the program and our union. Additionally, EAP delegates will learn to effectively advocate for the establishment or enhancement of EAP programs in their collective bargaining agreements.

ELIGIBILITY TO ATTEND

This institute is open to any UAW member in good standing. It will benefit members serving on any standing committee, those interested in joining or implementing a committee, and local leaders seeking to reinvigorate their committees.

The EAP track is designed for local union members currently serving as EAP representatives, those interested in the role, and local leaders looking to bargain for, establish, or strengthen an Employee Assistance Program.

Attendance is mandatory at all sessions. Delegates must be registered by their local union and approved by their region to attend this conference.

REGISTRATION

Local unions must register their delegates by **Monday, August 24, 2026, at 4 p.m. ET**. To register delegates, local unions must follow the registration instructions provided in the attached ***Local Union Process*** document.

The registration fee is **\$75** per delegate. Local unions will be responsible for the payment of all lost time.

Local and regional approval is required to attend this conference. Approved delegates will receive an email confirmation with complete logistical details before the start of the institute. It is important that delegates provide their personal email address and cell phone number to their local union for registration purposes to ensure that they receive all communications about the conference.

INSTITUTE DETAILS & AGENDA

SUNDAY, OCTOBER 4, 2026

TRAVEL DAY

Registration: 3 - 5 p.m.

Center Tour: 5 p.m.

Dinner: 6 p.m.

MONDAY, OCTOBER 5, 2026

Institute Opening Plenary: 8:45 a.m.

Workshops: 1:15 - 5 p.m.

All meals provided

TUESDAY, OCTOBER 6, 2026

Workshops: 8:45 a.m. - 5 p.m.

All meals provided

WEDNESDAY, OCTOBER 7, 2026

Workshops: 8:45 a.m. - 12 p.m.

All meals provided

THURSDAY, OCTOBER 8, 2026

Workshops: 8:45 a.m. - 5 p.m.

All meals provided

FRIDAY, OCTOBER 9, 2026

TRAVEL DAY

Breakfast: 7:30 a.m.

Attendance at all sessions is mandatory. Roll call will be taken at all sessions.

Additional details about the conference agenda will be available on our website as it approaches: <https://uaw.org/education/events/>

Approved delegates will also receive additional information about the conference via email and text message.

ACCOMMODATIONS

Due to limited space, spouses/guests of delegates are not permitted to attend.

Standard Pairing: All delegates will be paired with their requested roommate or a randomly assigned partner. This is the standard arrangement and is covered by the conference registration fee.

Single Accommodations: Private single rooms may be requested at an additional cost, but they are subject to availability and cannot be guaranteed.

- **Additional Cost:** Single rooms cost an additional **\$330.50 plus tax** for the week per delegate. This cost must be paid at or before check-in. The local union can choose to pay

this additional amount on behalf of their delegate following local protocol, or the individual delegate can pay the amount on their own personal behalf.

- **Payment Methods:** Payment can be made by the local union or by the individual delegate using a personal credit or debit card, money order, personal check, or local union check.
- **How to Request:** Requests for single housing will only be considered if space allows after the conference registration deadline. Beginning the day after the registration deadline, contact the UAW Black Lake front desk at **(989) 733-8521** to make advance arrangements.

Single housing arrangements should be made with the Black Lake front desk at least one week (7 days) prior to the institute. Requests can also be made at check-in, but availability will be limited.

TRAVEL INFORMATION

Transportation costs associated with this institute are subsidized as indicated in the ***Local Union Process*** document. Any costs that remain after subsidies are applied are the responsibility of the local union.

All delegates are expected to arrive at the Family Education Center (FEC) by 3 p.m. Eastern Time (ET) on Sunday, the first day of the conference, and remain until the institute concludes at 9 a.m. ET on Friday. Arrivals and departures should be arranged accordingly.

Passenger Vehicle

Please be advised of the following Walter and May Reuther UAW Family Education Center policy:

Vehicles allowed to park in the Family Education Center must be union-made and have a VIN beginning with 1, 2, 4, or 5. If the vehicle VIN is anything other than 1, 2, 4, or 5, parking accommodations are available in a lot adjacent to the Center's front gate.

Air Transportation

Once the delegate is approved to attend, the local union must complete the online airline reservation. Arrangements for booking airline reservations have been made with Travel Solutions International (TSI USA).

To ensure maximum savings, delegates who fly to DTW will be required to arrive in Detroit on Saturday. The International Union, UAW, will provide overnight lodging in Detroit, based on double occupancy at a Detroit Metro Airport hotel. The Family Education Center will arrange hotel shuttles to meet delegates outside the baggage claim when their flights arrive.

At 8:30 a.m. ET on Sunday, a charter bus will take delegates from the hotel to the Family Education Center. Estimated arrival is before 3:30 p.m. ET. A one-hour lunch stop is planned during the bus trip. The bus will leave the Family Education Center for the airport at 9 a.m. ET on Friday. **For the return trip on Friday, no flights should be made before 5 p.m. ET.**

CANCELLATION & SUBSTITUTION

Cancellations made before the registration deadline will be fully refunded. After this date, fees are **non-refundable**. However, if a delegate can no longer attend, the local union may send a replacement in their place. In the event of a swap, the local union should register the new delegate in the online portal and immediately notify their regional office, the Education Department at **education@uaw.net**, and Black Lake at **blacklakefec@uaw.net**.

We view this institute as a vital investment in your local union's future and look forward to your participation.

This official call includes information that should be shared with local unions.

In solidarity,



Shawn Fain, President
International Union, UAW