

## OVERVIEW: International Pipe Trades Joint Training Committee, Inc. (IPJTC Board or UA Bookstore Committee)

### Purpose

The IPJTC, Inc. – (UA Bookstore Board) is a tax exempt 501 c(3) organization whose purpose is the creation and sale of educational materials to apprentices and journeymen plumbers and pipefitters provided through UA/employer joint training and educational committees and apprentice committees nationwide throughout the US and in Canada. Various UA training departments and UA national officials and union-signatory contractors and association staff serve in various positions as Executives, Officers and Directors of the IPJTC Board of Directors.

There is cross membership of UA and MCAA members from the International Training Fund on the IPJTC Board who also serve on the IPJTC Board (sometimes referred to as the UA Bookstore or IPJTC Committee).

MCAA participates in appointing industry management representatives to the IPJTC Board in furtherance of its mission to improve competitive conditions and efficient market performance in the mechanical and pipe trades industry by helping to develop and disseminate first rate pipe trades craft worker training materials to improve industry competitiveness overall.

### Structure & Leadership

The IPJTC Board is comprised of roughly equal numbers of UA national and local officials, joint apprenticeship and training program representatives, and union-signatory employer member representatives who comprise the Board of Directors, Officers and Executives of the IPJTC Board.

The UA Director of Training generally serves as President of the IPJTC Board, and the MCAA co-chair of the International Training Fund (ITF) serves as Vice President of the IPJTC Board in some cases, and various other ITF, UA, MCAA, and MSCA principals and other union-signatory employer groups (PHCC-NA/UAC, National Fire Sprinkler Association staff) serves as Directors or Officers of the IPTJTC Board. There currently are 16 members of the IPJTC Board, of which 3 are MCAA/MSCA appointees.

### Expectations & Responsibilities

Committee members are expected to:

- MCAA appointees are expected to discharge their personal and professional independent fiduciary duties to the IPJTC in conformance with the accepted legal standards of prudent professional judgments in matters of sophisticated mechanical industry training and education practices pertaining to IPJTC Board activities and programs.

- MCAA's legal role and responsibility in appointing MCAA or MSCA representatives is merely to name and appoint industry management professionals who will accept sole personal and professional responsibility in conjunction with their service on the IPJTC Board.
- MCAA will expect that all MCAA or MSCA appointees to the IPJTC will meet full attendance and participation standards set by the IPJTC Board, and MCAA will expect only periodic information-only reports by those representatives to the MCAA Board of Directors to assure that attendance and participation standards are met by the MCAA and MSCA appointees.
- (MCCA and/or MSCA only other role may be to subsidize payment of fiduciary waiver of recourse insurance policy payments on behalf of the MCAA and MSCA representatives.)

## **Terms & Time Commitments**

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*Note: Volunteers on all national committees are technically appointed annually, for a single one-year term. Renewal each year is contingent upon MCAA Executive Committee review and approval. Term durations described below are committee leadership's recommendation to the Executive Committee.*

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- MCAA or MSCA appointees to the IPJTC shall serve at the pleasure and discretion of the MCAA President for a usual term or 3 or more years, with variances allowed at the discretion of the MCAA President.
- The IPJTC usually meets quarterly, at the call of the President and usually in conjunction with the quarterly meetings of the International Training Fund, which meet at various UA Joint Apprenticeship and Training program facilities across the country at the direction of the ITF leadership. Also, in some years there is an annual meeting at the UA headquarters in Annapolis, Maryland.

## **MCAA Reimbursement Policy:**

1. Unless otherwise stated, MCAA reimburses expenses for committee members only, partners, spouses and other family members are not covered.
2. Private Auto – IRS approved rate plus parking and tolls.
3. Taxis/Uber – cost from home or office to airport, airport to hotel or meeting location and return.
4. Auto Rental – may be used when cost effective.
5. Airfare – Round trip, non-refundable, 21-day advance purchase (if possible) coach airfare including baggage fees. If purchasing upgraded airfare, please document the cost of the coach fare for that trip to provide reimbursement for the coach portion.
6. Lodging – Room rate plus tax for the designated duration of the meeting. The number of nights allowed will be clearly conveyed by the staff liaison. If the meeting is in conjunction with an MCAA event or conference, the rooms may or may not be reimbursable. The staff liaison will communicate what is covered. Travel considerations for extenuating travel circumstances will be considered on a case-by-case basis.
7. Meals – During trip and travel if not provided by MCAA.
8. Tips – Bellman, skycap, maid, etc.

**Antitrust:**

All MCAA Committees are committed to fostering an open, competitive market, adhering to all anti-trust laws and regulations. As members, we pledge to avoid any actions or discussions that may infringe upon these principles, including but not limited to discussions about price fixing, bid rigging, market allocation, or any other conduct that could potentially restrict competition. Our interactions, both within the committee and externally, will be transparent, fair, and promote healthy competition. We recognize that any breach of these anti-trust policies could result in severe legal and reputational consequences for both the individual, the committee and MCAA as a whole.