

# Benefits and Advocacy Officer Report

Nancy Kansal

May 13, 2026

**Benefits and Advocacy Officer Orientation** I attended the orientation session where Mary, Brad, and Fran explained the responsibilities of the Benefits and Advocacy Officer within the Union. We also planned to hold the Benefits Committee meeting before the end of May.

**Clearing Emails Backlog** I cleared the email backlog for March, April, and May and responded to members' queries regarding PDF applications.

**Preparation for Benefits Committee Meeting** I prepared a consolidated list of PDF applications for March, April, and May for Unit 2 and Unit 3 going through each of the emails. I also organized all applications into folders for easy access during the meeting, in case individual applications need to be reviewed or they can be used as a record for future. As the current method of collecting PDF applications is tedious and inefficient, I proposed an automated alternative, which will be discussed at the upcoming Benefits Committee meeting.

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