

POTOMAC

AIR MONTHLY

August 2012



FAREWELL TO BRIG. GEN. JEFF JOHNSON

1. PUSH BUTTON TO OPEN DOOR
WING OUT 6 FEET TO

PROVEN · VIGILANT · READY

CHECK OUT THE 113 WING'S
OFFICIAL FACEBOOK PAGE!

[HTTP://WWW.FACEBOOK.COM/PAGES/113TH-WING-OFFICIAL/152193864852946](http://www.facebook.com/pages/113th-Wing-Official/152193864852946)

UTA Training and events schedule

Saturday, Aug. 11 - Special Events and meetings

Start Time	End Time	Course	Location	POC	Phone
8:00	11:00	Gas Mask Fit Test	Bldg 3252, Rm 134	MSgt Katt	857-6615
9:00	11:00	422 for Fitness	Bldg 3282	MSgt Katt	857-6615
9:00	11:30	DTS Assistance	Bldg 3222, CF Trng	TSgt Dalton	857-5899
10:00	10:30	LOD Briefing	Bldg 3252, Rm 201	MSgt Levins	857-4955
14:00	15:30	Wing Change of Command	Hangar 8	Lt Col Sayers	857-2811

Saturday, Aug. 11 - Normal hours of operation and recurring meetings

Start Time	End Time	Course	Location	POC	Phone
6:00	11:00	Fit Testing	West Side Gym/FAC	Unit Fitness Monitor	
7:30	12:00	Comm(CFP) / Helpdesk	Bldg #3222	CMSgt St Laurent	857-0714
8:00	15:30	FSS / Customer Service	Bldg #3252, rm 100	SMSgt Chase	857-1225
8:00	16:00	Finance Customer Service	Bldg #3252, rm 137	SMSgt Brown	857-0678
8:30	16:00	Retention Office Hours	Bldg #3252	MSgt Cumberbatch	857-5449
9:00	12:00	End of Course Testing	Bldg 3252, Rm 205	MSgt Zayas	857-3084
9:00	15:00	Supply / Clothing Retail	Bldg #3212, Supply	SSgt Edwards	857-6674

Saturday, Aug. 11 - Training

Start Time	End Time	Course	Location	POC	Phone
8:00	10:00	CPR/AED	SFS Trng Rm.	SrA Williams	857-6657
9:30	12:30	AF Trainer Course	Bldg 3236, CS Trng	MSgt Osecky	857-9967
13:00	15:00	CSS/Personnel Training	Bldg. #3252, Rm 201	SMSgt Chase	857-1225



Col.
Marc Sasseville,
113th Wing
commander

Commander's Action Line

The Commander's Action Line gives all Airmen a direct link to the 113th Wing commander for any questions or suggestions regarding the 113 WG.

The action line can be used to express constructive points of view on the policies and procedures of the wing, as well as discuss safety and security issues. The goal is to provide you with an accurate, timely response.

Airmen should use this tool after coordinating problems or concerns with supervisors, first sergeants or commanders. If you're not satisfied with the response or are unable to resolve the issue, e-mail the action line at 113WG.CAGL@ang.af.mil.



Chief Master Sgt.
Ronald Anderson,
113th Wing command
chief master sergeant

UTA Training and events schedule

Sunday, Aug. 12 - Special Events and meetings

Start Time	End Time	Course	Location	POC	Phone
6:30	7:15	Chief Meeting	Bldg 3212, LRS Conf	CMSgt Anderson	857-0329
7:30	10:30	C2 Table Top Exercise	Bldg #3252, Wg Aud	Maj. Newlin	857-7416
7:30	8:00	5-yr/flight physicals	Bldg 3282	MSgt Katt	857-6615
7:30	8:30	Protestant Services	Bldg 3212, LRS Conf. Rm.	Lt Col Bowen	857-1032
7:30	8:30	Catholic Mass	Bldg 3252, WCR	Lt Col Bowen	857-1032
8:00	10:00	Medical Appointments	Bldg 3282	MSgt Katt	857-6615
10:00	10:30	Medical Walk-ins	Bldg 3282	MSgt Katt	857-6615
10:00	11:30	BIT Training	Bldg 3252, Wg. Conf.	Capt Coward	857-0564
11:00	12:30	Lt Col Gervais Retirement	Bldg 3252, Wg. Conf.	Maj. Quinn	857-0675
11:30	13:00	Voter Registration Drive	Bldg 3222, Cf Trg. Rm	MSgt Cumberbatch	857-5449
12:00	13:00	Top III Meeting	Bldg 3252, Wg. Conf.	MSgt Katt	857-6657
13:00	14:00	BIT Training	Bldg 3252, Wg. Conf.	Capt Coward	857-0564
14:00	15:30	CCM-Enlisted Town Hall	Bldg 3252, Wg. Aud.	CMSgt Anderson	857-0329
15:00	16:00	Voter Registration Drive	Bldg 3222, Cf Trg. Rm	MSgt Cumberbatch	857-5449
15:00	16:00	Retirement Briefing	Bldg #3252, Rm 201	Connie Moore	857-9746

Sunday, Aug. 12 - Normal hours of operation and recurring meetings

Start Time	End Time	Course	Location	POC	Phone
7:00	11:00	Fit Testing	West Side Gym/FAC	Unit Fitness Monitor	
7:00	12:00	Comm(CFP) / Helpdesk	Bldg #3222	CMSgt St Laurent	857-0714
7:00	15:30	FSS / Customer Service	Bldg #3252, rm 100	SMSgt Chase	857-1225
7:00	16:00	Finance Customer Service	Bldg #3252, rm 137	SMSgt Brown	857-0678
7:30	16:30	Retention Office Hours	Bldg #3252	MSgt Cumberbatch	857-5449
8:00	11:00	Supply / Clothing Retail	Bldg #3212, Supply	SSgt Edwards	857-6674
9:00	12:00	End of Course Testing	Bldg 3252, Rm 205	MSgt Zayas	857-3084

Sunday, Aug. 12 - Training

Start Time	End Time	Course	Location	POC	Phone
9:00	11:00	SABC Hands-on	201st MXG Trg Rm.	MSgt Osecky	857-9967
9:00	11:00	WG KOM	Bldg 3222, CF Trg Rm.	MSgt Tamayo	857-1161
13:00	15:00	PERSCO	Bldg # 3252, Rm 106	SMSgt Chase	857-1225
13:00	15:00	Post 9/11 GI Bill Sem.	Bldg # 3222, CF Trg.	MSgt Cumberbatch	857-5449

Potomac Air Monthly Editorial Staff

Colonel Marc H. Sasseville
113th Wing Commander
Col. Jeffrey C. Bozard
113 WG Vice-Commander

Chief Master Sgt. Ronald Anderson
113 WG Command Chief
Maj. Elizabeth Kreft
Public Affairs Officer
Tech. Sgt. Craig Clapper
Editor

Master Sgt. Gareth Buckland
Public Affairs NCOIC

Master Sgt. Dennis Young
Photojournalist

Tech. Sgt. Nicole Carattini
Photojournalist

A1C Jennifer Hotte
Photojournalist

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The contents of the *Potomac Air Monthly* are not necessarily the official views of, or endorsed by the U.S. government, Department of Defense, Air Force, Air National Guard, National Guard Bureau or the D.C. Air National Guard.

To submit articles or photography to the *Potomac Air Monthly*, send them to craig.clapper@ang.af.mil.

Wing Commander retires happy, proud

Editor's note: Brig. Gen Jeffrey Johnson, former 113th Wing commander, speaks to Staff Sgt. Tabitha Gomes, 113 WG Public Affairs specialist. General Johnson relinquishes command Aug. 11 and will retire after 29 years of service.

PAM: Give me a quick summary of your career.

JJ: I started in the 113th a little over 29 years ago, I enlisted on May 14, 1983, and the reason I originally enlisted was I wanted to fly fighters. When I talked to the recruiter he said well if you wanna be a pilot your best chance is if you're in the unit.

I probably didn't join for all the exact right reasons ... and then over the years I found out I was doing something a lot different than I thought I was doing which was serving my country and my fellow people and I became proud of that. I learned how much bigger the military is than just flying jets.

Fortunately I fell almost accidentally into something I absolutely love, which was flying fighters and serving my country. Fortunately I was good at it, how many people get to do that.

Truthfully I cherish my first two years I was enlisted, I was a weapons loader. Ooh Rah! I cherish that experience, I think it has made me a better officer. It certainly made me know the wing better and I'm proud of those roots.

I've had great experiences that got me to this point and it's been a great 29 plus year ride.

PAM: And you didn't come in thinking you would be the wing commander?

JJ: No, I didn't think that for most of my career. Truthfully it wasn't my goal but I feel extremely lucky that I got to have this experience, because of all the jobs I've ever had, and I've had a bunch of them in 29 and a half years, this is by far the best.

PAM: Why do you think it's the best?

JJ: Two reasons really. One is now I'm not just in the operations group, I'm associated with the entire wing, so all 1,200 or so folks and all the things that they do are all in my wheelhouse and that is awesome because I get to be involved in everything that goes on here, not just in the operations group. I get to be a one star general, I get to be in charge of the greatest group of 1,200 people that do these awesome and important missions. I think it would be very difficult to top this.

PAM: Since becoming wing commander, did you have any goals or see any accomplishments?

JJ: First of all I didn't accomplish anything, 1,200 people accomplished it. I helped and I was in charge of leading that charge but I didn't accomplish much, it's a group effort. I did set a goal for us all to become better and like I said multiple times, a great unit. I challenged us and myself with leading the unit to a quest for greatness.

I am proud because I think the unit has come a long way

in all the years that I've been here.

I really think that in the last few years the unit has come together and it isn't just because of me, leadership is part of it, but it's because of 1,200 folks and their efforts and where we are in history.

PAM: Does anything stand out that you are really proud of?

JJ: Honestly I'm proud of everything, I'm proud everyday ... truthfully it's the little victories that are most important. I'm proud that we're seven to eight percent higher manned than we were four years ago.

I'm proud that we have progressed, that we've accomplished our missions in those four and a half years and we've improved and that's all we can do for those people outside the gate that we swear to protect and defend and the constitution that we swear allegiance to.

PAM: Will you visit often?

JJ: I will visit as often as you let me.

Colonel Sasseville is now going to be the wing commander and he's going to do a great job. But I will certainly appreciate invitations to any events.

PAM: Are you looking forward to retirement?

JJ: I am going to miss this. There is no question about it. I'm going to miss the camaraderie; my family of 1,200 folks, the tempo and the sense of purpose. I'm also going to love having more time with my family and my six-year old son who I want to see grow up.

It's time. I'm leaving happy and proud. In the end it's certainly a good thing. I know my whole life I'll look back on these 29 years and love it.

PAM: Is there anything else you would like to tell the wing?

JJ: I'm proud of them, I'm proud to have been their wing commander. I am proud to have been an airman, a lieutenant, a captain, a major ... I'm proud to have been a member of this unit that I honestly believe is the best unit in the United States Air Force right now. I'll always be proud of what they continue to accomplish and the only thing that I ask is that they keep giving their best because again, our country deserves it. That's what we're entrusted with.



Wing Change of Command Information

By Tech. Sgt. Craig Clapper
Editor

Date: **Saturday, Aug. 11**

Time: **1300** All personnel in place, **1400** event start time

Location: **Hangar 8**

Uniform of the Day:

Official Party: Service Dress

Key Personnel: Uniform of the Day

Escorts: Service Dress

Parkers: Short Sleeve without Tie

Remaining Personnel: Uniform of the Day

Transportation: All personnel are **required** to take a bus to the change of command unless otherwise authorized to use a POV. There are **THREE** parking locations indicated on the map below. They are:

1. North parking lot of Wing HQ building
2. Between LRS and Comm. building
3. Parking lot across from Ops and Maintenance facilities

There will be TWO waves of FIVE buses:

Wave 1 departs at 1215

Wave 2 departs at 1250

Drop-off locations are outside of Hangar 8 at 1230 and 1305

After the change of command is complete, there are TWO waves of FIVE buses to return members to 113th campus:

Wave 1 leaves Hangar 8 at 1515

Wave 2 leaves Hangar 8 at 1545



ESOH CAMP to be conducted Aug 20-24 Valuable training and experience in Alpena

By Dan Mallam
113th Civil Engineering Squadron

The Environmental Safety and Occupational Health Compliance Assessment Management Program will be conducted during Aug. 20 to 24.

This is a Tier 3 assessment or otherwise known as an external assessment. Subject matter experts from contracted agencies, the Environmental Protection Agency or the Maryland Department of the Environment will convene on Joint Base Andrews to assess how we are doing with our programs.

The 113th Wing recently went through the Safety and Occupational Health portion of this assessment with the Air National Guard Readiness Center. Senior Master Sgt. Glen Thompson, 113 WG Ground Safety manager, and Senior Master Sgt. Louis Ring, 113 WG Weapons Safety NCOIC managed the assessors in those areas. That leaves the environmental portion for our wing to be assessed.

Capt. Duane Peterson, 113 WG Environmental manager and Dan Mallam, the State Environmental Protection Specialist, assist all the shop supervisors, Unit Environmental Coordinators and Initial Accumulation Point Managers throughout the year to ensure that we remain in compliance.

Together, we maintain a very high standard in how we treat the environment as a wing. This is done in a multitude of ways. We teach courses on Spill Prevention and Countermeasures & Control to supervisors so they can brief their airmen on what to do and how to respond to a chemical or fuel/oil spill.

We also brief command level personnel and their representatives quarterly during or Environmental, Safety and Occupational Health Councils meetings. We put out numerous e-mails, and occasion articles such as this with information you can all use to achieve our environmental goals.

Lastly, we make numerous shop visits, conduct spot inspections, and answer questions each and every day. We are also very active in all the Base Council meetings where information is shared and disseminated back to our shops. These are but a few ways our office remains proactive and ahead of the curve so to speak.

When it is all said and done, we cannot accomplish any of our goals without your cooperation and support. Each and every one of you contribute whether you know it or not. This is fairly seamless at this point and we are glad



for that.

Examples of what you do are: housekeeping, wiping up spills on the hangar floors, shop floors or ramp using proper spill cleaning supplies and PPE. Proper storage, handling, and disposal of HAZMATs. Everyone is doing a much better job or recycling overall which prevents usable products from filling up our landfills. Using the proper chemicals, lubricants, and hazardous materials for the proper job and not overusing those products. Seeking out newer greener materials in both day to day maintenance activities. Applying new technologies that save energy such as automated switches that sense when you are in a room for lighting, programmable thermostats that regulate temperatures, and materials that make sense like a roof designed to last 50 or more years.

All of these examples lead to savings in money, time and energy and they help to protect the environment. Other ways you can all make a difference is ensuring that lights and computer or flat screens are turned off when not in use, turning off radios, coffee pots, and other electronic devices, & shutting windows or doors to prevent loss of energy. Take some of these practices home with you and apply them to your day to day lives will also make a huge difference.

Get to know the folks that manage your environmental programs at the shop level, listen to your supervisors and managers, suggest new ways of doing business so that we continuously improve our practices and we will all benefit from the end results of these efforts. Thanks you for all the great things you do and keep up the good work.

By Tech Sgt. Craig Clapper
Editor

ALPENA COMBAT READINESS TRAINING CENTER, Mich. –

The 113th Wing's deployment to Alpena Combat Readiness Training Center, Michigan, is complete, however the training and experience gained by over 400 wing members is ever lasting. The goals of the deployment were to maximize flying; maximize training; and maximize fun in a 10 day span. The wing met and exceeded these goals by a long shot.

Flying 81 sorties, the 121st Fighter Squadron logged over 110 hours in the air. Additionally, the 201st Airlift Squadron flew 31 sorties and provided incentive flights for 68 wing members. According to Senior Master Sgt. Dave Thomas, who led the planning and coordination of the deployment, these sorties couldn't have happened without the expertise and professionalism of 113th Wing members.

"Flying 112 sorties means we have a first class maintenance team," said Sergeant Thomas, "of course, none of these flights would've happened without the best of the best support functions across the wing being there."

Maximized training came in the form of Self-Aid Buddy Care, Sharepoint training, and Air Force Specialty Code training. One of the more popular courses, the Chemical, Biological, radiological, nuclear (CBRNE) training, taught individuals how to utilize the M-50 gas mask and be prepared for a potential chemical attack. Senior Master Sgt. Bill Liston taught the CBRNE classes and was very happy with the outcome.

"This environment is better suited to train people than back home. We had a turn-out of about 80% of the individuals deployed to Alpena, and they are now more prepared for the upcoming Operational Readiness Inspection and exercise in October," said Sergeant Liston.

Each day offered opportunities for members outside of work that they otherwise wouldn't normally be able to. 113th Security Forces offered rides on their motorized segways, leading to the 113th Chaplains being dubbed "The Holy Rollers" as they rode through the streets of Alpena CRTC. Others got to watch F-16's drop live bombs on the Grayling bombing range. One big



advantage was the ability for individuals to qualify on the firing range since the range on Joint Base Andrews was closed for repairs.

Of course, maximizing fun was a top priority for wing members as well. Activities such as a trip to Mackinac Island, laser tag, cookouts, the River Club, and more offered people a chance to meet others who they wouldn't normally see or work with back at Joint Base Andrews.

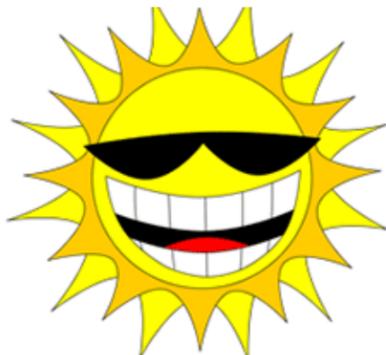
"Coming to Alpena was a brilliant move coming into an ORE/ORI year. The trip provided a way for unit members to get to know one another," said retired Chief Master Sgt. Dan Mallam, 113th Civil Engineering Squadron, "the training done was awesome and people also had a fun time, it was well worth it to come."

The trip was also a way to say goodbye to Brig. Gen. Jeff Johnson, 113th Wing commander, who completed his final TDY in Alpena. A cookout attended by all of the wing members deployed to Alpena was a way for the wing to honor their soon to be retired commander.

"Being able to honor General Johnson on his last deployment was a fantastic conclusion to this outstanding deployment," said Mallam.

When asked if there was anything he would change about the deployment, Sergeant Thomas keeps it simple; he believes everyone should have the Alpena deployment experience.

"Those that did not attend missed a terrific deployment and they missed the amazing talent we have in this organization," said Sergeant Thomas, "it was truly a team effort from planning to executing and redeploying home."

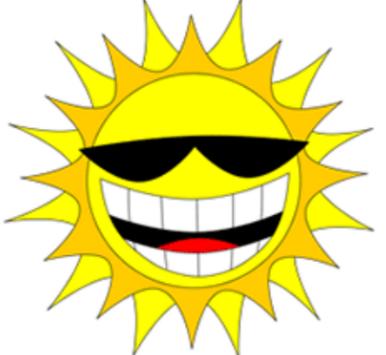


August Promotions

Technical Sergeant (E-6)
SSgt Murray, Cheryl M. - 113 CPTF
SSgt Hammond, Will E. - 113 MXS

Staff Sergeant (E-5)
SrA Murray, Jakenda J. - 113 CPTF

Senior Airman (E-4)
A1C Wroble, William S. - 113 MXS



Alpena in Pictures



Airman First Class Stephen Bochenek, 113th Medical technician, performs a tracheotomy during training at Alpena. (Photo by Staff Sgt. Tabitha Gomes)



Laser Team Challenge participants pose for a photo before going to battle. (Courtesy Photo)

(middle right) Wing members are all smiles after playing a few grueling games of volleyball. (Courtesy Photo)

(bottom right) A plane is marshalled in by a 113th Wing crew chief, carrying 113th Wing members deploying to Alpena. (Photo by Tech. Sgt. Nicole Carattini)



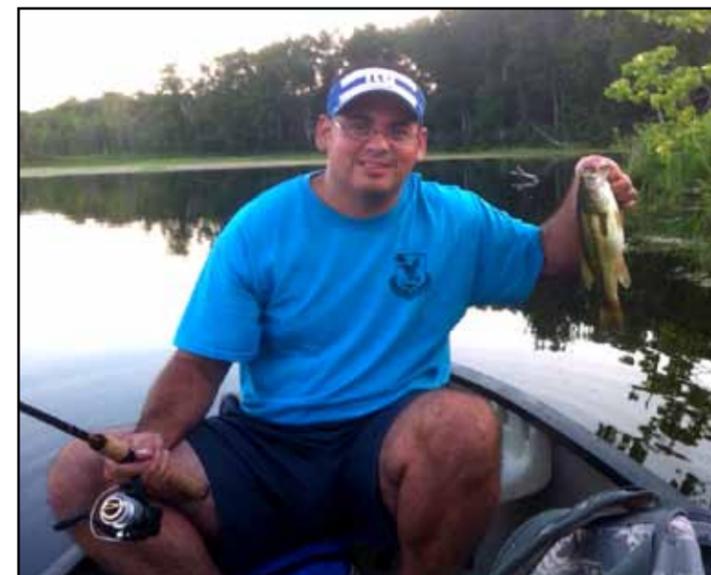
Senior Master Sgt. Chris Johnson and Airman 1st Class Beau Spencer, 113th Munitions, inspect nose adapter boosters in preparation for a live bomb build at Alpena, Michigan. (Photo by: Master Sgt. Dennis Young)



Palletized cargo arrives on the scene at Alpena. (Photo by Staff Sgt. Tabitha Gomes)



Master Sgt. T.J. Hall, 113th Security Forces supervisor, uses a XP26 tazer on Col. Dan Shea, 113th Mission Support Group commander, during tazer training here, April 12. Colonel Shea received one-second of 50,000 volts rushing into his shoulder. (Photo by Master Sgt. Dennis Young)



Tech. Sgt. Carlos Diaz, 113th Wing Electric Shop, shows off one of his many fish caught in Alpena. (Courtesy Photo)



Retired Colonel Edward Hubbard, author, artist, and motivational speaker, shares his experiences as a prisoner of war to members of the 113th Wing, here Sunday. Colonel Hubbard spoke of the life changing events that allowed him to live his life more fully and to stay motivated. (Photo by Tech. Sgt. Craig Clapper)



Airman 1st Class Sharone Gray, 113th Wing crew chief, untangles the aircraft ground cord before the aircraft is grounded at Alpena. (Photo by Master Sgt. Dennis Young)

201st Airlift Squadron holds open house

By Staff Sgt. Tabitha Gomes
Journalist

On July 18, Col. Sherrie McCandless, 201st Airlift Squadron commander, hosted a Flight Attendant Open House at the 201st AS on Joint base Andrews in hopes of educating potential candidates on the position and to help them understand how to apply. "Being a flight attendant is not all that it looks like on the outside" said Col. McCandless. "There's a lot you need to know about being a professional with the customer."

There was a large turnout of attendees for the event, many looking for a spot in the much sought after career field.

"The turnout for the Flight Attendant Open House was a little better than expected," said Master Sergeant Larry Campbell, Non-Commissioned Officer in Charge. "I receive calls almost weekly from someone who is interested in becoming a Flight Attendant, asking for more information and how to apply."

16 Airmen varying from Active Duty, Guard and Reserve were greeted by MSgt Beth Poole, flight services technician, at Andrews AFB Golf Course and led back to the 201st AS for the open house. Guests were introduced to the commander, chief, several flight attendants and pilots while making their way to the auditorium for a presentation. Senior Master Sgt. Radford James, Squadron Director of Operations Flight Attendant, briefed guests on the Flight Service Technician job description, position duties, training, flying missions and ops tempo, setting the stage for the recruiting and application process.



"Bringing human resources office (HRO) and recruiters out to the open house was Major Hooper's idea." Master Sgt. Campbell said. "New applicants always have a lot of questions about how to properly fill out the application package and what steps need to be taken to transfer from an active duty component to the guard. Having HRO and recruiters

here allowed applicants to receive answers to their questions from the experts."

In-service recruiter Master Sergeant Russ Goble spoke about the process of transferring from active duty to guard while 113th wing recruiter Senior Master Sergeant Ivan Anglero explained the National Guard process. Next, Master Sergeant Stephanie Lee, human resources office liaison was there to explain the process of submitting an application

package including the common errors and what to avoid. Once the presentation was over and questions were answered Master Sgt. Campbell, along with other flight attendants and pilots, took guests to tour the squadron, C-38 and C-40. Throughout the day guests absorbed a lot of useful information but also heard a common theme resonated. "They're looking for the cream of the crop" said Master Sgt. Lee

The 201st AS is looking to fill several Active Guard Reserve positions over the next few months, while this was not an offer for employment; there was a lot of information shared on how to apply for the position.

"There is never a shortage of people wanting to work here, but it can be hard sometimes finding the right person for the job" said Master Sgt. Campbell

Women's equality day celebrated August 22

As we approach Women's Equality Day on August 26, the men and women of Joint Base Andrews will be celebrating Women's Equality here August 22. A guest speaker will be announced shortly. Also, please note that on Sunday of August UTA, a voter registration drive will take place in the wing auditorium. Please stay tuned for further information to come via public notices, the official 113th Wing Facebook page, and 113th Wing website.

Capital Guardians provide special day for WWII Vets

By Senior Airman Smithchai Chutchainon
Contributing Journalist

Eighty-nine World War Two veterans from Chicago had the opportunity to see the WWII Memorial in Washington, D.C., for their first time, through the volunteers of Honor Flight Chicago.

The day started at 9 a.m. in Dulles Airport with the guardians in bright green shirts and service uniforms greeting the eighty-nine veterans with loud cheers and posters reading "we will never forget our WWII veterans." Then, three white buses filled up the guardians and veterans for a special day with its first stop at Iwo Jima Memorial. Lunch was served on the bus as the veterans took pictures of the statue and scenic view of Arlington, Va.

"I think this is great, I've always heard about these places in D.C. but never thought that I would one day get to come here. Brings back memories of all my buddies that I lost," said WWII veteran Alvin Manheim.

The next stop was the WWII memorial as the guardians assisted the veterans off of the buses and onto their wheelchairs for a special ceremony with the D.C. Honor Guard. All of the veterans lined up for a group picture in front of the WWII memorial fountain, followed by a flag ceremony from the honor guard and a singing of the national anthem.

"Without this organization, a lot of these guys would've never got the chance to come out to D.C. and see the WWII memorial before they pass away. Especially at the rate of how we are losing about a thousand veterans a day," said HFC guardian Tech. Sgt. Mike McKenna, 113th Aircraft Maintenance Squadron.

The veterans also had the chance to visit the Vietnam Veteran Memorial, Korean War Veteran Memorial, Lincoln Memorial, and the National Air and Space Museum. The locations allowed the veterans to closely bond with their guardians and tell their untold stories.

The day ended back at Dulles airport with a celebration party in the terminal consisting of music, dinner, and swing dancers. Everyone participated in one last dance before saying their goodbyes to the veterans. The last surprise of the evening had written letters from the veteran's family members and friends handed out to them on the plane back to Chicago. The veterans would come home to a screaming audience of more than a hundred people welcoming them back at the terminal gate.

"My father's a WWII veteran and I remember asking him what his dream was and he told me that it was to see the WWII memorial. I also had a veteran tell me that this



event was the second best day of his life. His first was his wedding. This is something I should've done years ago.

There are still 22,000 vets who have never seen the WWII memorial. And it's my mission to get them all here," said HFC founder Mary Pettinato, <http://honor-flightchicago.org>.

The non-profit organization was founded by Mary Pettinato and her three friends in 2008 because they had a vision to honor our veterans. HFC provides the trip every three weeks from April through October with careful planning and fundraising to cover the \$35,000 cost of each flight.

Enlisted Performance Feedback is mandatory

By 113th First Sergeants Council

Did you ever receive an initial performance feedback from your supervisor? When was the last time you received formal written feedback from your supervisor?

Feedback is a form of communication that should explain duty performance requirements, responsibilities and establish expectations. In turn this tells the ratee if they are performing as expected. Feedback is essential in the growth of our subordinates, no matter what their rank. Formal feedback does not take the place of informal daily conversation on how an individual is performing. In addition to the evaluation provided on the Performance feedback form, two-way feedback of the following should be discussed during the face to face meeting of the rater and ratee; Performance, Expectations and Career development. Performance feedback sessions are mandatory for all enlisted personnel to include AGR's and Technicians in accordance with ANGI 36-2627 and AFPAM 36-2627.

The worksheet used to formally document your annual or initial performance feedback is the AF Form 931 for airman basic thru technical sergeant and AF Form 932 for master sergeant thru chief master sergeant.

Formal Feedback will be completed on an annual basis as a minimum. The rater will determine the schedule. The rater or ratee can request more frequent feedback sessions to address areas of concern. Rater should be lowest level of military supervision; example: Staff Sergeant rating Senior Airmen continuing up the chain of command. Each

rater should rate the immediate level below them. Every effort should be made to complete the scheduled session in a timely manner that does not conflict with deployed personnel.

The appropriate worksheet will be given to the ratee on the Unit Training Assembly prior to their scheduled formal feedback session. The ratee should be tasked to evaluate themselves and return the completed form on the next UTA. Evaluation check boxes should not be filled in by the ratee; instead ratee should write in the space provided for self evaluation below the check boxes. At the formal feedback session the rater will use the check boxes and the back page to provide his/her evaluation after a discussion with the ratee.

The rater will maintain the worksheet in a personnel information file; a copy will be given to the ratee. The worksheet will be maintained until the next Performance Feedback session is held then it will replace the old sheet; which will be given to the ratee or destroyed.

Performance Feedback forms can be used by the ratee's chain of command to make decisions affecting their AFSC upgrading or military promotions.

Again Performance Feedback is essential to the development and growth of our subordinates. As first sergeant's it is our duty to monitor compliance of this program for the Commander. Therefore, we as SNCO's need to ensure we are preparing, mentoring, and leading our subordinates up the path of excellence. See you at drill.

113th Wing officer commissioning open season

By Senior Master Sgt. Ivan Anglero
Recruiting and Retention

2012 Commissioning Open Season is HERE!!!

The Recruiting Office is currently accepting applications for Commissioning until 30 Sep 2012. This opportunity is for DCANG members only. For application information please

contact SMSgt Anglero at ivan.anglero@ang.af.mil.

PLEASE NOTE!! You will need AFOQT scores to submit with your package. Testing happens only once a month and it fills up fast. Schedule your test date ASAP if you plan on applying this year.

ANG unveils new officer commissioning process and guide

By Senior Master Sgt. Ivan Anglero
Recruiting and Retention

The ANG Officer Programs section has unveiled a new program in an effort to commission new officers. This program is not DCANG specific and will include your application in a database for possible officer opportunities in the ANG nationwide. Participation in this program will not automati-

cally include your application into the DCANG Commissioning Open Season.

PLEASE NOTE!!! This is not the Wing Officer Commissioning Open Season Program, this is a separate ANG Program.

For additional information and to get your ANG Officer Commissioning Guide please contact SMSgt Anglero at ivan.anglero@ang.af.mil.

Important financial information

By Senior Master Sgt. Courtna Brown
113th Wing Finance

Customer Service Hours: 0730 - 1600

UTA Pay Date: August 24th

Fiscal Year (FY) End Close Out

All orders request (AT/ST) and DTS authorizations must be completed NLT 12 Aug. All make up UTAs must be completed and submitted to finance NLT 1200 hrs on 21 Aug.

Outstanding Military Pay and Travel

Please work with your unit orderly room to ensure you do not have outstanding documents for Military Pay, Travel, or DTS. There is an average of 500 outstanding documents being worked in the finance office each UTA. Each document represents funds set aside on behalf of the member. Invalid documents should be cancelled immediately to release the funds for alternate use. As the FY end approaches it is imperative that we clean out our records. Your cooperation and assistance is greatly appreciated.

Airfare Reservations

The process for scheduling airfare reservations has changed with the implementation of DTS. If your TDY is within 5 days and you need a reservation, please call SATO directly instead of booking the flight through DTS. There is a system

glitch that causes documents to freeze within the SATO inbox if your flight is booked too close to the departure date. For reservations that are successfully booked through DTS, you should receive an email confirmation at least one day prior to your departure date. If you do not receive the confirmation, call SATO immediately or visit their office across base. Please do not travel to the airport without receiving a flight confirmation. Booking a flight at the airport ticket counter may result in out of pocket expense. The 24-hour line for SATO is 1-800-705-7286.

Defense Travel System (DTS)

DTS assistance session - Sun 1300-1500

Please note that you must have an updated profile prior to attending the assistance sessions. The updated profile includes EFT banking information, Government Travel Card (GTC) with current expiration date, correct organization, and line of accounting.

DTS is a two-part process:

- 1-Authorization - Completed prior to traveling - should include copy of ARROWS order
- 2-Voucher - Completed once you return from TDY - Should include all receipts and supporting documentation in **one** file.



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