



21 January 2012

FSS Bulletin

"A Special Edition of the Volunteer"
134 ARW, Tennessee Air National Guard

134th Force Support Squadron

Why are you receiving this Bulletin?

The 134th Force Support Squadron Bulletin will be provided monthly to all members of the 134th Air Refueling Wing and tenant units. Our objective is to provide important information that will affect your career which is ultimately managed by you. Please contact the appropriate POC to the left for further information on the content of this Bulletin.

FSS Leadership:

Maj Dean Thiele, CC
ext. 3251/4302

Capt Jaime Blanton, ext. 3251

CMSgt Linda Gibson, ext. 3252

Readiness:

MSgt Sherry Reed, ext. 3256

Education and Training:

MSgt Bart Welch, ext. 3253

TSgt Bertie Wiggins, ext. 3247

Career Enhancements:

SMSgt Ricky Wise, ext. 3250

Customer Service/Relocations:

SSgt Billie Wilkinson, ext. 3255

ID Cards/DEERS:

Mr. Gary Hunley, ext. 3254

Personnel Systems:

SrA Brittany Trentham, ext.
3259

Services Sustainment Flight:

CMSgt Robert Young, ext. 4301

SMSgt Don Hill, ext. 4305

MSgt Joel Anderson, ext. 4031

MSgt Matt Dagnan, ext. 4304

Mr. Reece Parham, ext. 4303

****Reminder: 366-XXXX****

Readiness

REMINDER

- Members on Active Duty orders in support of Contingency Operations, i.e. Operation Enduring Freedom, Operation Noble Eagle, etc may be authorized Pre-Alert TriCare & Transitional Assistance TAMP- 180 benefits. Visit <http://www.tricare.mil/mybenefit/> to confirm eligibility and learn more about TriCare benefits and options. TA-180 Transitional Benefits are **NOT** automatic. It is the member's responsibility to visit the DEER's ID Card section with a copy of your orders to include all Amendments so that the DEER's representative can end your Active Duty Orders and flip the status to TA-180 to allow you the 180 days of TriCare benefits authorized. POC: MSgt Reed, 3256

Education and Training

The Importance of In-Processing & Out-Processing for Schools

- According to AFI 36-2201, members are required to in-process and out-process any time they leave or return to McGhee Tyson on school orders. By in-processing and out-processing correctly, the member is ensured that all personnel, medical and travel paperwork is processed correctly and in a timely manner. This ensures that members are paid correctly and efficiently and that all records are current and up to date. POC: TSgt Wiggins, 3247

Career Enhancements

2012 AFOQT and ASVAB (AFCT) Testing Schedule

- The testing dates for the AFOQT in 2012 are as follows: 24 Feb, 18 May, 17 Aug and 16 Nov. The testing dates for the ASVAB (AFCT) in 2012 are as follows: 23 Feb, 17 May, 16 Aug and 15 Nov. Testing will be conducted in the Base Testing Room located in the 134th Headquarters building. Testing will begin at 0800 on the dates provided above and you must register in advance. You are not required to be in a military status to test. If not in a military status on the day of testing civilian attire is authorized. To register for testing please contact - POC: SMSgt Wise, 336-3250

Customer Service / Relocations

Address Updates are Completed Online: You may update your address for all systems in real-time by visiting all three websites listed below.

- The virtual Military Personnel Flight (vMPF) website updates the Military Personnel Database (MilPDS) <https://www.afpc.randolph.af.mil/afpcsecure/Default.asp>.
- The My Pay website updates your Financial Services Office (FSO) or Reserve Pay Office (RPO) database, to include your Thrift Savings Plan (TSP) account. <https://mypay.dfas.mil>.
- The Defense Manpower Center website updates the Defense En-rollment Eligibility Reporting System (DEERS) <https://www.dmdc.osd.mil/swg/owa/webguard.login?appl=9012&rule=02>.

POC: SSgt Wilkinson, 3255

Unit Commander Support Staff:**134 ARW:**

MSgt Mary Myers

119th:

MSgt Rebecca Nicholson

572nd Band:

TSgt Brian Erickson

Maintenance:

SrA Dana Presnell

SSgt Lisa Hollis

MSgt Scott Jones

Operations:

TSgt Amy Cornett

Mission Support Group:

TSgt Matthew King

Logistics:

TSgt Lydia Circello

Medical:

MSgt Jana Johnson

Civil Engineering:

MSgt Kim Bowers

Security Forces:

TSgt Michael Curry

Communications Flight:

SSgt Regina Trivette

Upcoming Events:

ASVAB Please contact **23 Feb**
SMSgt Wise 336-3250

AFOQT Please contact **24 Feb**
SMSgt Wise 336-3250

ASVAB Please contact **17 May**
SMSgt Wise 336-3250

AFOQT Please contact **18 May**
SMSgt Wise 336-3250

"We are committed to delivering exceptional quality of life programs to our McGhee Tyson Family"

"People are our Mission"

ID Cards / DEERS

- If you are serving on Contingency Orders please **do not bring them to the ID card section for a manual update in DEERS**. They must flow in system to **start** your Active Duty in DEERS.
- You can now make ID Card appointments online at <https://rapids-appointments.dmdc.osd.mil/appointment/building.aspx?BuildingId=445&AspxAutoDetectCookieSupport=1>

Personnel Systems

Are you trying to find a document from your personnel record?

- PRDA— Personnel Records Display:** This is your electronic record available to you via the AF portal. You can access it on the left side of the page under "Top Portal Links" within the "Personnel/ Finance" section. This is where you can find documents such as DD 214, Enlistment documents, Special Orders, SGLI contracts, etc. These are the source documents for your military career, please go out to the portal and take a look. The purpose is to better assist you manage your own career. Systems POC: SrA Trentham, 3259

Services Sustainment Flight

- Our Food Service Staff strives to serve healthy, quality meals for all our customers. The menu patterns of the Air Force World-Wide Menu standards are used. The purpose of these standards are to provide the best menus for Air Force dining facilities. Local recipe adjustments are authorized. Comment Cards are available near the Cashier Stand.
- Billeting Reservations/cancellations can now be made by email, phone and in the reservation book located in the Billeting Office.
 - 1) You can **email** your request to 134arw.lodging@ang.af.mil. Please include the following information: name, phone number, check-in date, check-out date, arrival time.
 - 2) You can call the reservation desk at 865-336-3300 option 1 and leave a message with your reservation/cancellation request.
 - 3) You may also make future reservations by filling out the reservation book located on the front desk at Billeting.

***** PLEASE READ *** Please make reservations for February and March UTA during Jan UTAI**

AF Officials Release Video Tutorials to Educate Airmen about AFPERS

By Tech. Sgt. Steve Grever, Air Force Personnel, Services and Manpower Public Affairs

Air Force officials have created four video tutorials, or vodcasts, to educate personnel of the capabilities and features available on the Air Force Personnel Services, or AFPERS, website.

A team of Air Force personnelists and contractors collaborated on the vodcasts to teach Regular Air Force, Guard, Reserve and civilians Airmen about the basic functions of AFPERS, where to access it, how to create an account and what to do if a user ID or password is forgotten.

"We are using video tutorials as a way to provide awareness and information to our members on personnel services," said Mary McAfee, Air National Guard's personnel services delivery strategy chief. "These products will help ensure our Airmen are aware of the AFPERS website because it is our total force source for personnel information and services."

Future video tutorials being proposed include educating Airmen about the AFPERS civilian homepage, addressing the top five issues received by the Total Force Service Center and how the website can help answer other frequently asked questions or inquiries about personnel processes.

The video tutorials are available on the Air Force Portal at <https://my.af.mil> under the Life and Careers tab, under Careers and on the AFPC public website at http://www.afpc.af.mil/afpers_vodcasts/index.asp. These products can also be redistributed on other Air Force websites to further help raise awareness and educate Airmen about online personnel services.

For more information on personnel services and self-service applications, visit the Air Force Personnel Services website at <https://qum-crm.csd.disa.mil>.