



FSS Leadership:

Maj Robin Celatka, CC
ext. 3251/4301

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

03 December 2011

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.

Readiness

Deployers Listen Up

- 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. 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 insured that all personnel, medical and travel paperwork is processed correctly and in a timely manner. This insures that members are paid correctly and efficiently and that all records are current and up to date.

POC: TSgt Wiggins, 3247

Career Enhancements

State Awards—Tennessee Service Award

- Per TN ANGI 36-2803, the Tennessee National Guard Service Ribbon is awarded to any member based on an aggregate of five years of satisfactory service with the Tennessee National Guard. Award of an Oak Leaf Cluster is authorized for each additional five years of creditable service. You can review your federal and state ribbons on the vMPF. If you meet the requirements for award of the ribbon and it is not reflected on your record please contact your CSS or Career Enhancements.

POC: SMSgt Wise, 3250

Customer Service / Relocations

Separation Policies and Procedures

- IAW 134 ARW 36-103, Unit Commanders are responsible to ensure all unit members complete final out-processing actions utilizing the 134 ARW Form 7 Checklist prior to departure for new assignment. Member's will not be released until 134 ARW Form 7 is complete and all unit equipment is returned and accounted.
- Members should be aware when selecting a retirement or separation effective date that they will be effectively separated on that day. Please do not drill on the day you are effectively separated because you WILL NOT get paid. The last day to participate in a pay status will be the day before your separation effective date.

POC: SSgt Wilkinson, 3255

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

MSgt Mary Myers

119th:

MSgt Rebecca Nicholson

572nd Band:

TSgt Brian Erickson

Mission Support Group:

TSgt Matthew King

Maintenance:

SrA Dana Presnell

SSgt Lisa Hollis

MSgt Scott Jones

Operations:

TSgt Amy Cornett

Logistics:

TSgt Lydia Circello

Medical:

MSgt Jana Johnson

Civil Engineering:

MSgt Kim Bowers

Security Forces:

TSgt Michael Curry

Communications Flight:

SSgt Regina Trivette

“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 for benefits such as Pre-Alert and TA-180.
- You can now make ID Card appointments online at <https://rapids-appointments.dmdc.osd.mil/appointment/building.aspx?BuildingId=445&AspxAutoDetectCookieSupport=1>

Personnel Systems

- **Manage Your Career:** Take a look at Air Force Personnel Services (AFPERs) website. <https://gum-crm.csd.disa.mil>
- Access YOUR personal information: vPC-GR, vMPF, e-Records (PRDA), Points Summary, Awards and Decs, Benefits and Entitlements information, Separation/Retirement information
- You may additionally find Articles and important announcements from AFPC regarding your 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 865-985-3300 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.

The Deadline for making reservations for Billeting is Wednesday prior to drill.

Upcoming Events:

Holiday Meal \$7.00 for Officers and AGRs	4 December
FSS Officer packages due to Capt Jaime Blanton	4 December
Airman of the Year nominations due to SMSgt Wise	4 December
Rocky Top Dining Facility Closed	17 December – 3 January

Officer Vacancy

The 134 FSS has a vacant Traditional Force Support Officer position. Force Support Officers lead and supervise contingency training and operations with an emphasis on specific capabilities and processes focused on expeditionary organizations and command relationships, feeding operations, lodgment of forces, mortuary affairs, casualty reporting, manpower requirements determinations, programming force modules, force accountability, fitness, recreation, learning resource centers, protocol, and NAF resale operations for both peace and wartime operations.

Applicants require as a minimum a Bachelor's Degree from an educational institute listed in the current Accredited Institutions of Post Secondary Education. For entry into this AFSC, an undergraduate degree in human resource management, business, sociology, psychology, public administration, mathematics, industrial engineering technology, management engineering, systems management, computer science, management, organizational development, behavioral science, operations research, education, hospitality, restaurant and hotel management, recreation, fitness, finance or accounting is desirable.

Non-prior commissioned officer selectee: Must attend the Academy of Military Science (AMS), for the duration of 6 weeks. Selectee must successfully complete the Force Support Officer course at Keesler AFB, MS for the duration of approximately 10 weeks

If you are interested in applying, please send a Resume, AFOQT Scores, Record Review RIP/Personnel Information RIP, and Letters of Recommendation (optional) to Capt Jaime Blanton, Jaime.Blanton@ang.af.mil. **The deadline for applications is 4 December 2011.** Please call Capt Blanton at 985-3251 if you have further questions.

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