



MISSOURI NATIONAL GUARD HUMAN RESOURCES BULLETIN



Volume 01-16 <http://moguward.com/> Jan/Feb 2016

ALL PERSONNEL

| | |
|---|---|
| <u>AGR & Technician New Hire Briefing Dates</u> | 2 |
| <u>Equal Employment Opportunity</u> | 2 |
| <u>Employee Assistance Program</u> | 3 |

TECHNICIAN

| | |
|---|---|
| <u>Labor Relations (Annual Weingarten Notification)</u> | 3 |
| <u>New GS and FWS Locality Pay Areas</u> | 4 |
| <u>New Requirement to Process ALL Technician OWCP Claims</u> | 4 |
| <u>FEHB Enrollment Changes (From Self & Family to Self Plus One)</u> | 5 |
| <u>For Technician Benefits - How Do I Change My Beneficiary</u> | 5 |
| <u>Federal Employees' Group Life Insurance (FEGLI) Open Season & Premium Changes for 2016</u> | 6 |
| <u>CSRS/FERS Retirement DCS Briefing Information</u> | 7 |
| <u>Technician Retirement and Military Deposits timeframe changes</u> | 7 |
| <u>Retirement Planning</u> | 7 |
| <u>TSP for FERS Technician's</u> | 8 |
| <u>Thrift Saving Plan Monthly Returns</u> | 8 |
| <u>Performance Appraisal Application (PAA) Guides</u> | 9 |
| <u>MyBiz+ User Guides</u> | 9 |
| <u>Service Awards</u> | 9 |

AGR

| | |
|--|----|
| <u>Army Guard (Active Duty) Retirement Briefing</u> | 10 |
| <u>AGR Army Retention Control Point Change (RCP's)</u> | 11 |
| <u>Air Guard Tour Continuation</u> | 12 |
| <u>ARNG Initial Tour Continuation Process Changes</u> | 12 |
| <u>Army Clothing Replacement Allowance (CRA) Soldier's Guide</u> | 12 |
| <u>AGR Personnel Actions</u> | 13 |

HR MAILBOXES

Technician SF52 Mailbox Address: ng.mo.moarnng.mbx.jfmo-hr-technician-sf-52s@mail.mil

AGR SF52 Mailbox Address: ng.mo.moarnng.mbx.jfmo-hra-agr-sf-52s-only@mail.mil

AGR Job Applications Mailbox Address: **SEE AGR JOB ANNOUNCEMENTS**

EEO/EO Mailbox Address – ng.mo.moarnng.mbx.jfmo-hre-eo-and-eeo-concerns@mail.mil

This bulletin is being distributed by electronic mail. Supervisors should ensure that each technician is given access to this bulletin as required by Section 34-9 of the Labor Management Relations Agreement



1. ALL

1. ALL PERSONNEL

AGR & TECHNICIAN NEW HIRE BRIEFING DATES

| <u>Event</u> | <u>Location</u> | <u>Time</u> | <u>Dates</u> |
|----------------------------|-----------------------------|-------------|--------------|
| AGR New Hire Briefing | ISTS – HR Conf Room (H137B) | 1300-1500 | 03 Feb 2016 |
| New Technician Orientation | ISTS – HR Conf Room (H137B) | 1300-1500 | 12 Jan 2016 |
| New Technician Orientation | ISTS – HR Conf Room (H137B) | 1300-1500 | 26 Jan 2016 |
| New Technician Orientation | ISTS – HR Conf Room (H137B) | 1300-1500 | 09 Feb 2016 |
| New Technician Orientation | ISTS – HR Conf Room (H137B) | 1300-1500 | 23 Feb 2016 |



EQUAL EMPLOYMENT OPPORTUNITY

January

Martin Luther King, Jr. Birthday

Theme: Remember! Celebrate! Act! A Day On, Not a Day Off!

Although Dr. Martin Luther King Jr. was born on January 15, 1929, Martin Luther King Day is always observed on the third Monday of January. Martin Luther King Jr. was a fundamental force behind the Civil Rights Movement in the United States. Dr. Martin Luther King Jr. once said, *“Human progress is neither automatic nor inevitable... Every step toward the goal of justice requires sacrifice, suffering, and struggle; the tireless exertions and passionate concern of dedicated individuals.”* The holiday celebrates the life and achievements of Martin Luther King Jr. and encourages people everywhere to reflect on the principles of nonviolent social change and racial equality.

February

African American/ Black History Month

2016 Theme: Hallowed Grounds: Site of African American Memories

African-American / Black History Month is observed annually during February. The Association for the Study of African American Life & History has selected this annual theme to bring attention to the centennial celebration of the National Park Service and the more than twenty-five sites and the Underground Railroad Network to Freedom that are part of America’s hallowed grounds, including the home of the father of black history, Dr. Carter G. Woodson. The history of African Americans unfolds across the canvas of America, beginning before the arrival of the Mayflower and continuing to the present. From port cities where Africans disembarked from slave ships to the battle fields where their descendants fought for freedom, from the colleges and universities where they pursued education to places where they created communities during centuries of migration, the imprint of Americans of African descent is deeply embedded in the narrative of the American past. These sites prompt us to remember and over time became hallowed grounds.

Recognition of the January and February observances is part of the EEO Special Emphasis Program (SEP). The SEP is a vital component that increases awareness of the contributions of women, minorities and other affinity groups and ensure fairness in employment and career progression.

EMPLOYEE ASSISTANCE PROGRAM

January – Managing Stress with Good Nutrition

Is it true that you are what you eat? What are the six categories of food that can help ward off stress? The webinar will explore answers to these questions and more.

February – Emergency Preparedness

After a disaster, our body is on “heightened alert”. It’s likely our pulse and heart rate are elevated and our mind may be in survival mode. As a result, our abilities to assess a situation, and execute a plan may be comprised. Having a “Disaster Action Plan” can assist us to ensure our own safety. This podcast will walk you through the process of developing your personal “Disaster Action Plan”.

EAP Benefits – Give Yourself the Power!

Your EAP is more than just another benefit. It’s a time-saving, stress-relieving power tool that helps you do more and be more and it’s provided to you at no cost. Improving your health and well-being, balancing work and life, managing stress, quitting tobacco or alcohol, dealing with financial or legal issues, caring for children or aging parents, working through grief or loss, these are just a few areas that the EAP program can help with. Check out the website for monthly webinars, calculators, tips, advice and more.

Go online today! <http://www.foh4you.com/>. Enter site and check out the Webinar of the month and other Pre-recorded Webinars and Podcasts.

For additional information on the SEP and EAP programs, contact the EO/EEO Office at 573-638-9500 x 39854.



OCCUPATIONAL HEALTH

<http://phc.amedd.army.mil/whatsnew>

POC: CPT Kelly Moreno, (573) 638-9500 ext. 39743



LABOR RELATIONS

Sample letters are located on the HR Website under the Labor Section.

ANNUAL WEINGARTEN NOTIFICATION

In accordance with title 5 United States Code section 7114 (a) (3) the agency is required to inform its bargaining unit employees of the following:

- A) You are entitled to Labor Organization representation if you are subjected to any examination by a representative of the agency in connection with an investigation if –

- 1) You reasonable believe the examination may result in you being disciplined and,
- 2) You request representation.

POC: CPT Rachele Thomas, Labor Relations Specialist, (573) 638-9500 ext. 37148



2. *TECHNICIANS (Air & Army)*

New GS and FWS Locality Pay Areas

On October 27, 2015, final regulations to define General Schedule (GS) locality pay areas were published on behalf of the [President's Pay Agent](#) in the Federal Register. These final regulations established 13 new GS locality pay areas and added a number of counties to the definitions of current locality pay areas. The changes are applicable for GS employees on the first day of the first applicable pay period beginning on or after January 1, 2016 (January 10, 2016, based on the standard biweekly payroll cycle). Locality pay area definitions are available at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2016/locality-pay-area-definitions/>.

In addition to the creation of new locality pay areas, the GS locality pay areas regulation also redefines certain counties from the RUS GS locality pay area to individually defined locality pay areas. Federal Wage System (FWS) employees stationed in such counties are entitled to annual adjustments equal to the adjustments received by GS employees whose pay adjustments are based on 5 U.S.C. 5303 and 5304. Federal Wage System wage schedules are available from the Wage and Salary Division of the Department of Defense's Defense Civilian Personnel Advisory Service (<http://www.cpmc.osd.mil/Subpage/Wage>).

For Missouri, the two new locality pay areas that were added are St. Louis-St. Charles-Farmington, MO-IL and Kansas City-Overland Park-Kansas City, MO-KS.

There are three General Schedule pay charts which are: Rest of the United States (RUS), St. Louis area; and Kansas City area.

There are five Federal Wage System pay charts which are: St. Louis area, St. Louis - Rest of the United States (RUS), Kansas City area, Kansas City - Rest of the United States (RUS), and Southern Missouri. These pay charts can be found on the Human Resources web site.



NEW REQUIREMENT TO PROCESS ALL TECHNICIAN OWCP CLAIMS

ECOMP is the new system in which to file ALL technician OWCP Claims. As of 16 June 2015, all technicians are required to use ECOMP to submit a claim for workplace injury.

Each technician and technician supervisor must review the training materials located on the Human Resource Website, Hot Topics, at www.moguard.com. As you work an OWCP injury you must use the materials on our website to process claims on this new reporting procedures.

To begin filing an OWCP claim go to <https://www.ecomp.dol.gov>. The computer does not have to be CAC enabled or connected to a .mil network.

The technician is first required to register with ECOMP. Once registered, the technician will be given a User ID and password to use when subsequently filing other claims or to check on claim status.

Since operating under ECOMP as the new reporting system for technician worker's compensation claims, a few points have come to light that are worth mentioning. When a technician registers with ECOMP they must select National Guard as the Department with Missouri as the state. The Agency-Group will populate with Other Agencies. The technician must then select Army or Air National Guard for the Agency. The system will then show that they can file an OSHA 301, CA-1, CA-2, CA-7, or a CA-7a for their group. The OSHA 301 form MUST be completed first. Once complete and forwarded to the supervisor click on the "File a CA-1 or CA-2" button. If a CA-1/CA-2 form is not completed, there is no claim. Also, it is very important that the supervisor's email is input correctly. If supervisors do not agree with something on the form, they cannot change information. They must send back to the technician for resubmission. If the technician refuses to change the information, the supervisor can proceed with the review and note any concerns in the noted field. We have also noticed that ECOMP may not run with Internet Explorer. If you have trouble, try using FireFox. As with any new system there is a learning curve. However, ECOMP still offers many benefits. If you have any questions, please feel free to contact HR.

**POC: SGT Justin Doherty, Human Resource Assistant, (573) 638-9500 ext. 37494
Mrs. Leigh Ann Smith, Human Resource Assistant, (573) 638-9500 ext. 37496**



FEHB enrollment Changes from Self and Family to Self Plus One

OPM has extended FEHB enrollment Changes from Self and Family to Self Plus One only during February 1, 2016 until February 29, 2016.

Limited Enrollment Period has been authorized by the Office of Personnel Management for FEHB changes ONLY for those technicians that missed Open Season and want to change their enrollment from Self and Family to Self Plus One. This extended period is from February 1, 2016 until February 29, 2016.

This extended opportunity does not apply to annuitants and other individuals who do not participate in premium conversion because they may decrease their enrollment at any time.

POC: Contact the remote designee at your location or SGT Doherty at (573) 638-9500 ext. 37494 or SPC Garrard at (573) 638-9500 ext. 37499



FOR TECHNICIAN BENEFITS - HOW DO I CHANGE MY BENEFICIARY?

Have you updated your beneficiary forms lately? Completing beneficiary forms is an option available to every civilian employee. However, if you complete beneficiary forms, it becomes your responsibility to ensure the forms are current. A change in marital status or family status does not automatically change a beneficiary form that you previously submitted, nor does it prevent the beneficiary from receiving the death benefits that you designated. The most common mistake is when you name a spouse as beneficiary and later divorce that spouse, but forget

to change the beneficiary form. There are several types of beneficiary forms that you can complete to designate your benefits that are payable after death. These forms include:

- [SF 1152](#) - **Designation of Beneficiary, Unpaid Compensation of Deceased Civilian Employee** - File with your local HR representative.
- [SF 2808](#) - **Designation of Beneficiary, Civil Service Retirement System (CSRS)** - Mail to OPM at the address at the bottom of the first page.
- [SF 2823](#) - **Designation of Beneficiary, Federal Employees' Group Life Insurance Program** - File with your local HR representative.
- [SF 3102](#) - **Designation of Beneficiary, Federal Employees Retirement System (FERS)** - File with your local HR representative.
- [TSP-3](#) - **Designation of Beneficiary, TSP** - Mail to TSP at the address on the form.

You should make copies of your beneficiary forms prior to submitting them to the appropriate offices.

If you do not complete beneficiary forms, your death benefits will be distributed in the order of precedence. The order of precedence is as follows:

1. Court order property settlement (if applicable).
2. To the widow or widower.
3. If no widow or widower, to the child or children in equal shares, with the share of any deceased child distributed among the descendants of that child.
4. If no child or children, to the parents in equal shares or the entire amount to the surviving parent.
5. If none of the above, to the executor or administrator of the estate of the decedent.
6. If no executor or administrator, to the next of kin under the laws of the state in which the decedent was domiciled at date of death.

If you have any questions regarding the completion of beneficiary forms, you may contact the Army Benefits Center-Civilian (ABC-C) via at (877) 276-9287. Human Resource Office at (573) 638-9500 extensions 37494 or 37499, or the remote designee at your location



FEDERAL EMPLOYEES' GROUP LIFE INSURANCE (FEGLI) PROGRAM; OPEN SEASON and PREMIUM CHANGES FOR 2016

The Office of Personnel Management (OPM) is announcing an upcoming FEGLI Open Season and changes in premium rates for certain Federal Employees' Group Insurance (FEGLI) categories in accordance with sections 870.401(a) (2) and 870.420(a) (3) of Title 5 of the Code of Federal Regulations.

The **FEGLI Open Season** will be held from **September 1, 2016 through September 30, 2016**. The **effective date** for employees in an active pay status who make the FEGLI Open Season election will be delayed one full year to **October 1, 2017**, subject to FEGLI law and regulation, including applicable pay and duty status requirements.

Changes to premium rates for Option A (most age bands), Option B (most age bands), Option C (most age bands), and Post-Retirement Basic Insurance will take **effective the first pay period beginning on or after January 1, 2016**. Premium rates for Basic Employee insurance will not change at this time.

ALL ELECTIONS MUST BE MADE DURING THE REQUIRED TIME FRAME OF September 1, 2016 through September 30, 2016 at www.abc.army.mil or call 1-877-276-9287 # 3 for National Guard Technicians. POC: Human Resource Office at (573) 638-9500 extensions 37494 or 37499 or remote designee at your location.

The new FEGLI premium rates for Option A, Option B, Option C, and Post-Retirement Basic Insurance will be posted on the FEGLI Website: www.opm.gov/insure/life. Please look for the new rates on the website.



CSRS/FERS Technicians Retirement DCS Briefing Information

The Army Benefits Center - Civilian will begin hosting the CSRS/FERS Retirement DCS briefings in February 2016. You can visit the ABC-C Retirement Briefings page for more information about the Retirement DCS briefings, to get copy of the slide presentation and to view the DCS schedule at www.abc.army.mil.

TECHNICIAN RETIREMENTS

The Human Resource Office requests that technicians contact the Army Benefit Center - Civilian (ABC-C) for retirement eligibility determinations and retirement calculations. The Human Resource Office will assist technicians who have submitted an SF52 for retirement, or who have a mandatory retirement date within the year or those that are not selected for retention. SF52's for retirement can be submitted to HR 6 to 9 months prior to the retirement effective date.

POC: Army Benefits Center - Civilian (ABC-C), 1-877-276-9287, extension 3 for National Guard or go to www.abc.army.mil or Human Resource Office, Mrs. Gayla Propst, Human Resource Specialist (Benefits) Supervisor, (573) 638-9500 ext. 39892 or www.gayla.a.propst.civ@mail.mil.

The Office of Personnel Management (OPM), WILL NOT allow service credit for creditable military service if the deposit is not paid in full 120 days prior to a technician's retirement date. The only exception is if the agency has made an administrative error by not informing you.

Our agency has been informing all technicians through the Human Resource Bulletins, New Hire Orientation, Retirement Seminars, and in any phone conversation referencing retirement or creditable military service from the benefits section. Please do not get yourself in a situation that could cost you money or your retirement. **MAKE YOU MILITARY DEPOSITS NOW** by contacting the Army Benefits Center Civilian (ABC-C) at 1-877-276-9287 or go to www.abc.army.mil and get your military deposits paid as soon as possible.

POC: Mrs. Gayla Propst, Human Resource Specialist (Benefits) Supervisor at (573)638-9500 ext. 39892.

Retirement Planning

January is often a time of reckoning. It's when many of us resolve to get more exercise, save more money and finally get around to doing all those things we've put off for too long. It's also when federal employees begin thinking about retirement. If this is you, there are things you need to consider before beginning the retirement process.

To help you work through those things, download Tammy Flanagan's new eBook, "Take Charge of Your Retirement: Planning for Life After Government." It provides a good overview of many of the things that will affect the kind of life you have after your federal career. Go to www.govexec.com/assets/government-executive-take-charge-your-retirement-ebook/portal/ to download your copy.

Perhaps most importantly, there's a list of things to do before you leave government to ensure you get the most out of your retirement benefits. You'll also find helpful information about taxes, insurance and other things that will affect your quality of life, as well as information about estimating your income.

Retirement is an opportunity for new beginnings. But make sure you begin it with care.

View the articles published by Tammy Flanagan on federal retirement at www.govexec.com.



TSP For FERS Technician's

Your TSP annual dollar total cannot exceed the Internal Revenue Code limit, which is \$18,000 for 2016.

You can elect to contribute to or stop contributing to the TSP at any time. If you were hired after August 1, 2010, you were automatically enrolled into TSP at 3% of your basic pay. You may elect to contribute any dollar amount or percentage (1% to 100%) of your basic pay.

FERS employees are also eligible for Agency matching to their TSP. The Federal Government will contribute to your TSP account each pay period, an amount equal to 1% of your basic pay. This is called the agency automatic 1% contribution, and happens regardless of whether you contribute your own money or not. In addition, FERS employees who contribute up to 5% of their own money will receive agency matching contributions. The first 3% of pay contributed is matched dollar-for-dollar; the next 2% is matched at 50 cents on the dollar. Thus, the full agency match is 4%, for a total agency contribution of 5% when the agency automatic 1% is added in. Any amount a FERS employee contributes over 5% is not matched. However, the entire amount contributed is in "before-tax" dollars if contributing to Traditional TSP, reducing your taxable income.

TSP is an integral part of a FERS retirement package, along with the FERS basic annuity and Social Security. If you stop making regular employee contributions to TSP, or if you reach the Internal Revenue Service (IRS) annual maximum before the end of the year, agency matching contributions will stop. You will, however, continue to receive the agency automatic 1% contribution.

For additional information go to www.tsp.gov

THRIFT SAVING PLAN MONTHLY RETURNS

| Month | L Income | L 2020 | L 2030 | L 2040 | L 2050 | G Fund | F Fund | C Fund | S Fund | I Fund |
|------------|----------|---------|---------|---------|---------|--------|---------|---------|---------|---------|
| 2014 | | | | | | | | | | |
| Dec | (0.04%) | (0.50%) | (0.67%) | (0.76%) | (0.94%) | 0.18% | 0.21% | (0.24%) | 0.99% | (4.13%) |
| 2015 | | | | | | | | | | |
| Jan | (0.08%) | (0.58%) | (0.83%) | (1.02%) | (1.18%) | 0.18% | 2.13% | (2.99%) | (1.85%) | 1.19% |
| Feb | 1.19% | 2.95% | 3.80% | 4.39% | 4.99% | 0.13% | (0.91%) | 5.75% | 6.05% | 5.97% |
| Mar | (0.07%) | (0.44%) | (0.58%) | (0.64%) | (0.76%) | 0.16% | 0.47% | (1.57%) | 1.24% | (1.43%) |
| Apr | 0.37% | 0.81% | 0.95% | 1.00% | 1.16% | 0.15% | (0.28%) | 0.96% | (1.50%) | 4.11% |
| May | 0.30% | 0.50% | 0.62% | 0.72% | 0.78% | 0.17% | (0.26%) | 1.29% | 1.84% | (0.42%) |
| Jun | (0.33%) | (0.97%) | (1.28%) | (1.46%) | (1.66%) | 0.17% | (1.07%) | (1.93%) | (0.71%) | (2.80%) |
| Jul | 0.55% | 1.03% | 1.22% | 1.33% | 1.46% | 0.19% | 0.74% | 2.10% | (0.12%) | 2.08% |
| Aug | (1.10%) | (3.06%) | (4.04%) | (4.69%) | (5.37%) | 0.18% | (0.11%) | (6.03%) | (5.80%) | (7.36%) |
| Sep | (0.51%) | (1.67%) | (2.26%) | (2.67%) | (3.09%) | 0.18% | 0.75% | (2.47%) | (4.80%) | (5.02%) |
| Oct | 1.64% | 3.72% | 4.88% | 5.58% | 6.31% | 0.17% | 0.02% | 8.45% | 5.61% | 7.07% |
| Nov | 0.17% | 0.17% | 0.20% | 0.24% | 0.24% | 0.17% | (0.24%) | 0.31% | 1.75% | (0.86%) |
| YTD | 2.13% | 2.29% | 2.39% | 2.37% | 2.34% | 1.86% | 1.21% | 3.08% | 1.03% | 1.55% |
| Last 12 mo | 2.09% | 1.78% | 1.70% | 1.60% | 1.38% | 2.05% | 1.42% | 2.83% | 2.03% | (2.64%) |

Percentages in () are negative.

Performance Appraisal Application (PAA) Guides

The Performance Appraisal Application guides for employee, rating official and higher level reviewer are “how to guides” that provide detailed guidance and screen shots to assist users in navigating through the PAA system. They can be found on the Human Resources website, Performance Appraisal Application Training (PAA) at <http://moguard.com/Assets/Pages/18/Performance-Appraisal-Application-Training-PAA.aspx?ID=49>

For additional information/questions on the My Biz/My Workplace/Performance Appraisal Application system.

POC: Ms. Elaine Lock, Human Resources Specialist, (573) 638-9500 ext 39690, elaine.c.lock.civ@mail.mil
SMSgt Steven Cebuhar, Human Resources Specialist, (573) 638-9500 ext 37493, steven.j.cebuhar.mil@mail.mil

For additional information/issues on the Performance Management **POC: Mrs. Gayla Propst, Human Resources Specialist, (573) 638-9500 ext 37493, gayla.a.propst.civ@mail.mil**

MyBiz+ User Guides

My Biz+ User Guide and MyBiz+ for Managers and Supervisors User Guide can be found on the Human Resources website at <http://moguard.com/Assets/Pages/18/Personnel-Systems.aspx?ID=50>

Should you have questions in accessing or navigating in MyBiz+ **POC: Ms. Elaine Lock, Human Resources Specialist, (573) 638-9500 ext 39690, elaine.c.lock.civ@mail.mil or SMSgt Steve Cebuhar, Human Resources Specialist, (573) 638-9500 ext 37493, steven.j.cebuhar.mil@mail.mil**



TECHNICIAN SERVICE AWARDS

Congratulations to the following technicians in recognition of their years of federal service.

| | | |
|---------------------|----------|---|
| ZACHARY B. BARNES | 10 Years | AASF (WHITEMAN) - MO - OPNS |
| SAMUEL R. CARMACK | 10 Years | JOINT FORCE HQ - MO - HRO TECH PERS MGT BR |
| NATASHA B. EWING | 10 Years | JOINT FORCE HQ - MO - MILITARY PERSONNEL OFC HQ |
| HUBERT A. GARREN | 10 Years | JOINT FORCE HQ - MO - HRO TECH PERS MGT BR |
| MATTHEW W. MILLER | 10 Years | 131 AMX SQ |
| LANDON B. PUMMILL | 10 Years | HHD 175 MP BN - |
| DENNIS P. SCHWARTZE | 10 Years | JOINT FORCE HQ - MO - HRO TECH PERS MGT BR |
| PAUL G. STAMMER | 10 Years | MO ARNG FMS 10 - FIELD MAINTENANCE SHOP |
| DAVID L. STEWART | 10 Years | HQ 70 TROOP CMD - |
| KARMEN D. WALLING | 10 Years | JOINT FORCE HQ - MO - HRO TECH PERS MGT BR |
| STUART WERTENBERGER | 10 Years | 139 MAI SQ |
| JAMES R. WILSON | 10 Years | CSMS - MO - COMBINED SUPPORT MAINTENANCE SHOP |

| | | |
|----------------------|----------|--|
| SCOTT A. BEAL | 15 Years | FMS 6 - MO - FIELD MAINTENANCE SHOP |
| RODD B. BOYER | 15 Years | 139 MAI SQ |
| STEVEN J. CEBUHAR | 15 Years | MO ANG HQ |
| GEORGE A. RODRIGUEZ | 15 Years | 139 CMN FT |
| COOPER N. SCHUMAN | 15 Years | 139 AMX SQ |
| TRAVIS M. SMITH | 15 Years | 131 MAI SQ |
| PERCY NMN. VISOR, JR | 15 Years | 139 AMX SQ |
| DARIN S. COMPTON | 20 Years | 139 MAI SQ |
| EARNEST E. DICK | 20 Years | 139 MXO FT |
| RAE L. HENDERSON | 20 Years | 139 FRS SQ |
| DONALD D. LORENZ | 20 Years | HHD, 1107 TASMG - TASMG SHOP |
| ROBERT L. MOORE, SR | 20 Years | AASF (WHITEMAN) - MO - OPNS |
| CYNTHIA C. ODANIELL | 20 Years | 139 LGR SQ |
| ROBERTA A. TRAHAN | 20 Years | HHD, 1107 TASMG - TASMG SHOP |
| THOMAS W. TRIPLETT | 20 Years | 139 LGR SQ |
| BRENT A. BECKLEY | 25 Years | JOINT FORCE HQ - MO - DIRECTOR OF LOGISTICS HQ |
| REBECCA A. SEGOVIA | 30 Years | JOINT FORCE HQ - MO - DCS FOR OPERATIONS |

3. Active Guard Reserves (Air & Army)

ARMY GUARD (ACTIVE DUTY) RETIREMENT BRIEFING

The AGR Retirement Briefing starts at 0800-1200 at Lincoln Hall Auditorium located at the Engineer Center, **Fort Leonard Wood, Missouri**. This briefing is required if you are an AGR Soldier within two years of retirement. If interested in attending this briefing contact the AGR Branch for additional information. **AGR Retirement Briefings will be conducted 09 Feb 2016, 14 Jun 2016 and 11 Oct 2016.**

POC: MSG Shanon Johnson, (573) 638-9500 EXT: 39654

The AGR Pre-Retirement Briefing starts at 0800-1200 at the Resiliency Center located at 600 Thomas Ave (Bldg 198), **Fort Leavenworth, Kansas**. This briefing is required if you are an AGR Soldier within two years of retirement. If interested in attending this briefing and need additional information call 913-684-2425. **AGR Pre-Retirement Briefings will be conducted 21 Jan 2016, 17 Mar 2016, and 19 May 2016.**

POC: MSG Shanon Johnson, (573) 638-9500 EXT: 39654



**Fort Leavenworth
Adjutant General
Pre-Retirement Briefing Dates**



| <u>DATE</u> | <u>TIME</u> | <u>LOCATION</u> |
|-----------------|---------------|-------------------|
| 21 January 2016 | 0800-1200 hrs | Resiliency Center |
| 17 March 2016 | 0800-1200 hrs | Resiliency Center |
| 19 May 2016 | 0800-1200 hrs | Resiliency Center |

Pre-Retirement briefings are open to all who are planning for retirement or have an approved retirement. Spouses are welcome to attend.

If you have any questions please call 684-2425

RETENTION CONTROL POINT CHANGE (RCP's)

Retention Control Point Change: Reference ARNG-HRH PPOM #15-017, Subject: Retention Control Points (RCPs) for Enlisted Soldiers Serving in the AGR Program (Title 10 and 32).

Link: <https://g1arng.army.pentagon.mil/Policies/PPOMHRH/Pages/default.aspx>

| Rank | Years |
|--------------------|--------------|
| SPC | 8 |
| SGT | 14 |
| SSG | 20 |
| SFC | 26 |
| 1SG/MSG | 29 |
| CSM/SGM | 32 |
| Nominative CSM/SGM | 35 |

Table 1-ARNG RCPs

AIR GUARD TOUR CONTINUATION

REMINDER: Air National Guard AGR Tour Continuation paperwork should be completed and sent to the HR Remote Designee, along with all other required forms for tour continuation, to the Human Resources Office (AGR Branch), no earlier than 120 days, and no later than 90 days prior to AGR tour expiration date to preclude being dropped off the DEERS system or the Military Pay System.

POC: Contact the remote designee at your location

ARNG Initial Tour Continuation Process Changes

With the update of the governing regulation for the AGR Program (NGR 600-5) there has been some changes to the Initial Tour Continuation process. The process will now be in two-steps. The first step (Initial Tour Records Review) will include a record review, supervisor and full-time chain of command retention recommendation. The second step for those recommend for non-retention will be packet review by an impartial tour continuation board. Board recommendations will be forwarded to The Adjutant General for final action.

POC: MSG Shanon Johnson, (573) 638-9500 EXT: 39654



Army Clothing Replacement Allowance (CRA) Soldier's Guide

[Army Clothing Replacement Allowance \(CRA\) Soldier's Guide](#)

AGR PERSONNEL ACTIONS

NEW HIRES

SSgt Andrew Bates, 131st Bomb Wing

PROMOTIONS

Lt Col Mark Rodemoyer, 131st Bomb Wing
MSgt Jacqueline Payne, HQ MOANG

CMSgt Candace Moore, 131st Bomb Wing
MSgt Mendy Servaes, 139th Airlift Wing

SEPARATIONS/ RETIREMENTS

CMSgt Teri Baty, HQ MOANG
SMSgt Michael Mitchell, 139th Airlift Wing
MSgt Raymond Bumbales, 139th Airlift Wing

FOR THE ADJUTANT GENERAL:

RODNEY K. GINTER
LTC, MP, MONG
Director of Human Resources

HUMAN RESOURCES STAFF

LTC Rodney Ginter, 573-638-9500 ext 39642
SSG Penny George, 573-638-9500 ext 37743

EQUAL EMPLOYMENT OPPORTUNITY

MAJ Deborah Smith, 573-638-9500 ext 39854
TSgt Michael Marsden, 573-638-9500 ext 39586
SGT Desiree Torres, 573-638-9500 ext 39788

OCCUPATIONAL HEALTH

CPT Kelly R. Moreno, 573-638-9500 ext 39743
SSG Anthony Bazalaki, 573-638-9500 ext 37742

FTUS PERSONNEL MANAGEMENT

Maj William Miller, 573-638-9500 ext 39600

LABOR MANAGEMENT RELATIONS

CPT Rachelle Thomas, 573-638-9500 ext 37148

DATA MANAGEMENT

Ms. Elaine Lock, 573-638-9500 ext 39690
SMSgt Steven Cebuhar, 573-638-9500 ext 37493

HUMAN RESOURCES DEVELOPMENT SPECIALIST

BUDGET
Mr. Dave Cavalcanto, 573-638-9500 ext 39524

TECHNICIAN BRANCH

EMPLOYEE DEVELOPMENT/ POSITION CLASSIFICATION

CW5 Paula Prosser, 573-638-9500 ext 39689
Vacant, 573-638-9500 ext 37917
SGT Amelia Cruz, 573-638-9500 ext 39670

STAFFING

Ms. Carol Otto, 573-638-9500 ext 39644
SSG Tracina Harrison, 573 638-9500 ext 37495
SGT Mark Jarvis, 573-638-9500 ext 39811

EMPLOYEE BENEFITS

Ms. Gayla Propst, 573-638-9500 ext 39892
Vacant, 573-638-9500 ext 37497
SGT Justin Doherty, 573-638-9500 ext 37494
Ms. Leigh Smith, 573-638-9500 ext 37496
SPC Nicholas Garrard, 573-638-9500 ext 37499

SPECIAL PROJECTS MANAGER

CW3 Susan Galloway, 573-638-9500 ext 39520

FTUS MANPOWER & AGR MANAGEMENT

AIR

Ms. Geri Gaines, 573-638-9500 ext. 37498

ARMY

MSG Shanon Johnson, 573-638-9500 ext 39654
SSG Justin Lawzano, 573-638-9500 ext 39757

TOURS MANAGEMENT

SFC Cynthia A. Smart, 573-638-9500 ext. 37490

FTUS READINESS

Vacant, 573-638-9500 ext 39674