

HQ AFMC/AFGE Council 214 Partnership Council Meeting Minutes

20-21 February 2013

HQ AFMC Hill AFB UT

The HQ AFMC/AFGE Council 214 Partnership Council (PC) conducted its 38th meeting on 20-21 February 2013. The meeting was hosted at Hill Air Force Base, Utah. Copies of the action items, agenda, and list of attendees are attached.

Day 1: 20 Feb 13

1. Opening Remarks/Acknowledgements

Dr. Steven Butler started the meeting with opening remarks. He thanked everyone for coming and acknowledged the limited TDYs being approved these days due to budget constraints. He said it will probably be necessary to meet virtually in the future by using VTC capabilities. The benefit of holding meetings via VTC would be that more members could participate from the local level. Dr. Butler also thanked Col Kathryn Kolbe, 75 ABW/CC, and the Hill AFB Staff for hosting the AFMC/AFGE PC meeting. He mentioned the number one topic for discussion will be sequestration, and he said the union's insight is invaluable.

Mr. Troy Tingey welcomed everyone to Hill AFB. He extended his courtesies, and said the Hill AFB Protocol team is the best. He also acknowledged sequestration as the "hot topic" and said he was appreciative of the TDY support. Mr. Tingey expressed concern over the constant changes and said the union needed to get their arms around the issues to better explain the situation to their constituents.

Mr. Randy Shaw provided an update on Mr. Tom Robinson concerning his unavailability for travel at this time due to serious health conditions of Mr. Robinson's father. Mr. Shaw explained there was also an empty slot on the union side vacated by Mr. Jim Allen, past Local 1406 President, which meant the union had only four representatives at the meeting this time. Mr. Shaw introduced the following guests in attendance from Hill AFB: Mr. Monty Lewis, Acting Local 1592 President, Ms. Linda Telford, local Labor Relations Officer, and Mr. Kevin Fornelius, Chief, Employee and Labor Relations Branch.

2. Mission Brief – Col Kathryn Kolbe, 75 ABW/CC

Col Kathryn Kolbe, 75 ABW/CC provided welcome remarks and a Hill AFB mission brief. She indicated the workforce at Hill AFB is 20,000 strong, the majority of which are civilians. With a workforce this size, Hill AFB has a huge impact on the economy. In addition, Hill is the third largest base in the Air Force due to the size of its real estate. It houses the largest munitions storage in the U.S., has over 13,500 feet of runway, and flies over 40,000 operations each year. Col Kolbe reviewed the organizational structure and indicated there are over 60 missions located on the base. The two largest tenant organizations include the 388th and 419th Fighter Wings. She said a congressional meeting was held at the base yesterday to discuss keeping these functions in the state of Utah. Issues are being worked at the Pentagon level and are currently in stand-by mode. Col Kolbe also commented on the Utah Test and Training Range (UTTR). The altitude and landscape of the UTTR allow for a very unique training operation because it replicates Afghanistan. Col Kolbe also said, compared to the number of deployments in 2010, they are deploying one third that number now. She closed with another sincere welcome to Hill AFB and said that everyone stands ready to support the PC in any way they can.

3. Local Labor Relations Update – Ms. Linda Telford, AFSC OL DPH/DPC, and Mr. Monty Lewis, Acting Local 1592 President

Ms. Linda Telford started the briefing with an update on the Installation Labor Management Forum (LMF). She said the Installation PC officially began in November 2012, and she shared the vision of the PC forum. She said the membership consists of three co-chairs; AFGE Local 1592, 75 ABW and OO-ALC. Additional members include AFLCMC, AFNWC, 388 FW, 748 SCMG, 419 FW, and AFSC/OLs. Ms. Telford provided information on the topics discussed at the local PC meeting to include productivity, morale, suicide and resiliency training.

Mr. Tom Scott wanted to know how many union representatives sit on the local PC. Mr. Monty Lewis indicated he was the only union official at the last meeting, but he is entitled to bring as many representatives as he deems necessary. He indicated there was no voting on anything, and he did not want to bring individuals into the meeting unless there would be value added such as subject matter experts. Ms. Telford continued the presentation by indicating the PC members are currently working on a draft PC MOA and commitment agreement. She said the members have agreed to keep VPP separate from the PC. The next local PC meeting is scheduled for 27 Feb 13, and they would like to work on accomplishing pre-decisional involvement (PDI) initiatives to reflect in their metrics. At that point, a discussion ensued at the table with regard to PDI. Mr. Tom Scott asked if a separate PDI endorsement letter was needed from each Commander. Mr. Ross Marshall indicated PDI can be accomplished informally. Mr. John Steenbock reminded PC members of the action item to draft a letter for Dr. Butler's signature encouraging PDI from the Command level down. Mr. Rocky Tasse remarked on the five year timeframe since PDI was issued in the Executive Order 13522. Mr. Steenbock said it's not too late to issue the letter and there is no need for additional letters at each level. Mr. Marshall provided input on the letters he issued concerning establishment of PCs within AFSC. He said multiple letters have been issued with regard to this subject, which included reference to PDI. Mr. Scott said he would like to see continuity in the same manner as rules under the Master Labor Agreement. Ms. Telford concluded her briefing and said that Hill's PDI procedures do not violate any agreements or the labor statute, but the opportunity is there to share information and resolve problems informally.

Mr. Lewis provided a good news story on the process of resolving 74 out of 79 safety abatement issues as a result of successful PD efforts. He also shared a PDI success story concerning Non-Appropriated Funds (NAF) employees. The union and management worked collaboratively to make arrangements for 15 NAF bargaining unit employees to continue working during a temporary shutdown due to a kitchen renovation. All personnel were provided work in other facilities to avoid being temporarily laid off. Mr. Lewis then discussed the status of Local Supplement Agreement (LSA) negotiations. He said teams were meeting three days a week, but cut back to two days a week. Official time has been authorized for stewards from the shop floor. Negotiations are going well, but issues are getting tougher as they deal with issues put in the parking lot. A separate article for the Fire Fighters under the MLA will require more time to meet with subject matter experts. The goal is to finish by Spring. Mr. Shaw asked if the entire LSA was opened. Ms. Lewis indicated that it was and there were early discussions concerning which articles could no longer be supplemented under the MLA.

Mr. Michael Gill provided feedback indicating that he likes what union and management are doing at Hill, and he thanked them for their positive focus on communication. Dr. Davy Belk also commented on the successful PDI efforts at Hill and said it helps solve problems early. Dr. Butler said this is a visible manifestation of PDI that has been ongoing for years. He indicated the level of PDI is part of the culture depending on the location. LMFs remind people that the union is a stakeholder, and some bases are more mature in their journey than others. Mr. Tingey opined that the rotation of leadership can be frustrating at times, but having a local union president to maintain continuity helps ensure communication doesn't break down. Dr. Butler mentioned the forthcoming PDI endorsement letter which can be used to remind people this is the way AFMC does business.

4. Review of Minutes/Action Items – Ms. Gina Martinelli, HQ AFMC/A1KL

Ms. Gina Martinelli indicated the minutes from the last meeting were approved by the co-chairs and copies were provided in the PC binders. She then started a review of the PC action items. Action item 12-02-03 was to provide a coordinated union/management update on the status of local PCs. A chart containing this information was reviewed. Dr. Butler asked about the status of Mr. Tom Clark at AFMETCAL. Mr. Shaw said that even though Mr. Clark was retired, he still holds the seat as Local Union President until April. Mr. Tasse provided input with regard to the establishment of a local PC with his unit at Eglin. He indicated that BGen Harris appears to be making no effort to meet with the union or engage in PDI; therefore, the union is at a standstill until there is movement from the management side. Dr. Butler said he thought BGen Harris had the right intentions. Mr. Tasse said everything has been pushed down to a lower level to Ms. Lee McGehee. Dr. Belk asked if Mr. Tasse received the furlough information. Mr. Tasse replied that he had to ask management for the information, and he also suggested to management that they hold town hall meetings to keep employees informed. Mr. Tasse said he supports partnership, but wants to see real issues that have an impact. He indicated plans are moving forward at Hurlburt to establish a PC. The PC members finished reviewing the charts on the Local PC Status Update. Dr. Butler expressed concern with the PC status issues regarding Eglin Local 1942, and the status of establishing an Installation PC at Robins. This PC action item is CLOSED, but local PC status updates will continue as a recurring report at each PC meeting.

In addition, the following action items were closed:

- 12-06-01 (Highly encourage senior-level management at Eglin to participate in Labor Management Forum training.) CLOSED
- 12-06-02 (Provide union legal view on CSA card.) CLOSED
- 12-06-03 (Send out information on EO 13522 training to new PC members.) CLOSED
- 12-06-04 (Send out revised PC CONOPS for comment.) CLOSED
- 12-06-05 (DMO issue at Robins to be looked at by A1.) CLOSED
- 12-06-07 (Develop standard policy on waiver for rescinding VERA/VSIP.) CLOSED
- 12-06-08 (Provide union the number of SAR code 7 & 5 BUEs that tested positive.) CLOSED
- 12-11-01 (Request invitation for AFSC to attend AFSEC meeting in January.) CLOSED
- 12-11-02 (Provide DMAPS TAA team register with POCs and include local union on TAA team.) CLOSED
- 12-11-03 (Provide PC members a copy of AFNet migration schedule.) CLOSED

The below action item remains open:

- 12-06-06 (Members Steenbock and Marshall review arbitration issues at Robins.)
 - Mr. Tingey indicated that Robins needs help and Mr. Shaw should be sent to assist. Mr. Scott said there is no consistency and arbitrations should be scheduled first in, first out. Dr. Butler advised on the outcome of bringing in external help and warned that local decision making authority will be given up. Mr. Marshall said he has been pushing DP and the ABW/CC to rectify the problem. Mr. Tingey said the union wants assistance from C214.
 - OPEN

At this point, members were escorted to the VTC room for scheduled HQ AFMC briefings. Remaining action items will be reviewed later.

5. Suicide Prevention – Lt Col William Hubbard, HQ AFMC/SGOB (via VTC from HQ AFMC)

Lt Col William Hubbard introduced himself as the AFMC Behavior Health Consultant. He said within AFMC there were 20 suicides in calendar year 2012, 17 civilian and 3 active duty. With regard to suicide prevention, Lt Col Hubbard reviewed the criteria for detecting signs of stress. The key component is early intervention in addition to knowing your employees/co-workers. Employees in distress typically give an invitation to intervene. Don't be afraid to ask the difficult question, "is a person considering suicide," and follow the ACE model (ask, care, escort). AFI 90-505 provides leadership responsibilities at all levels. Leaders should partner with base helping agencies to provide worksite briefings. Lt Col Hubbard also reviewed the recommendations made by suicide review teams. He said the recommendation to expand civilian drug testing is already regulated through federal guidelines. Bi-annual Wingman Day events will continue in addition to better awareness of depression and soft skill training for supervisors. Supervisors should always speak with Civilian Personnel before conducting a Commander Directed Evaluation. Mr. Tasse said he was perplexed by the information as it contains nothing new. He said he tested the ACE cards issued at Eglin and it only pertained to active duty. Civilians were required to contact another number. Therefore, he recreated a local ACE card for civilians with 24/7 phone numbers within the county. Mr. Tasse also said the labor-management recommendations at Eglin were on point with the same findings as the RAND studies. Lt Col Hubbard said Mr. Tasse brought up some great points and he would like to get more information from Eglin. He said when civilians pick up the phone, they should be getting the resources they need. Dr. Butler agreed and said the ACE cards need tailored at each base. Eglin has already done a pilot of this, but we need to take a lead role. An action item will be issued to update the ACE cards for civilians at each base.

Mr. Scott said OSI does not have the soft skills needed for interacting with the families because they investigate the criminal aspects of the case. Mr. Steenbock said in the future we will gather our information from OSI so we don't have to revictimize the families a second time. Dr. Butler agreed there is no need for two investigations. Lt Col Hubbard closed by saying future evaluations will be based on the process versus the individual.

6. Office of Personnel Management (OPM) electronic Official Personnel Folder (eOPF) – Ms. Kathi Platter, HQ AFMC/A1KK (via VTC from HQ AFMC)

Ms. Kathi Platter provided the background on the establishment of the first eOPF in 1996 known as the Personnel Automated Records Information System (PARIS). She indicated the eGov Act of 2002 mandated the

requirement to convert all paper OPFs to electronic records. She said there was a delay in AF deployment and the date has slipped to 13 Mar. The transfer of documents is secure and the accuracy of data will increase. Ms. Platter provided answers to the questions presented by the union at the last PC meeting. Instructions for accessing the new OPM eOPF will be provided via myPers. The system is not CAC enabled at this time, but may be a future enhancement. DoD made the decision to restrict access from *.mil and *.gov computers. Disciplinary actions will be deleted by authorized HR staff in accordance with negotiated timeframes. These documents will be placed in a deleted items holding area and HR staff will then purge them from the system. Dr. Butler asked if implementation is on schedule. Ms. Platter indicated she was unaware of any further delays, but digitizing the documents caused the delay the last time. Mr. Tasse asked how long the deleted documents stay in the hold folder. Mr. Steenbock said our personnel offices can delete them, it does not have to be done by OPM, migration will be seamless, and the OPM website is more user-friendly than the AF OPF. Mr. Tasse wanted to know if there was a suspense for purging the deleted documents from the hold folder. Mr. Steenbock said he would find out how many days the deleted items are held before purging. Dr. Butler agreed this was a legitimate concern.

7. AFNet Migration and Reduction of Mailbox Sizes – Mr. Fred Altum, HQ AFMC/A6XI (via VTC from HQ AFMC)

Mr. Fred Altum reviewed the current policy regarding mailbox sizes. Policy is based on the position and not the grade with three categories of sizing. Dr. Butler pointed out that the briefing charts indicate size is based on grade. Mr. Altum acknowledged that he misspoke, and that grade does make a difference. Category 1 is the largest which allows 1 GB of space, reserved for senior leaders and organizational mailboxes. Category 2 allows 500 MB and is allowed for essential support personnel in addition to organizational mailboxes. Category 3 allows 100 MB which applies to most standard users. Standard Category 3 users will see a slight difference under AFNet in which the send limit will be prohibited at 90 MB, but mail can still be received under 100 MB. Mr. Altum said that the system must be designed to prepare for the new environment. He indicated that the mailbox sizes could grow over time, but AF is not ready to increase them at this time. Mr. Tingey asked, "How can the union get Local Presidents into a higher category?" Mr. Altum said, "AFSPC administers the policy." Dr. Butler asked, "Who makes the decision with regard to the category in our Command?" Mr. Altum indicated, "The request has to be sent to the Enterprise Support/Services Group under the AFNet Operations Community located at Lackland and Gunter; The data is contained in the Active Directory and the local NCC Helpdesk can refer information to Lackland since we are not yet under the AFNet." Mr. Shaw asked, "Can A6 assist with getting bigger mailboxes for the Local Union Presidents if we provide a list?" Mr. Robert Trame, HQ AFMC/A6XI, said, "Yes, we will." Mr. Altum closed by saying that after AFNet migration, Category 1 and 2 users will see an increase in their mailbox sizes, but Category 3 will stay the same, so there is basically no difference for standard users. An action item is open to increase the mailbox sizes for Local Union Presidents.

8. FY13 Fiscal Challenges – BGen Mark Brown, HQ AFMC/FM (via VTC from HQ AFMC)

BGen Mark Brown provided the next briefing on FY13 Fiscal Challenges. The three main topics were the continuing resolution, sequestration, and the American Taxpayer Relief Act. The common theme associated with these challenges is uncertainty. The six-month continuing resolution expires on 27 Mar 13. Sequestration was initially set to trigger on 2 Jan 13, but the American Taxpayer Relief Act extended the date to 1 Mar 13. \$54B will be cut from the National Defense budget per year (FY13-21), which is a 10% across-the-board cut. Military personnel are exempted, but no other appropriations are excluded. BGen Brown briefed a detailed chart depicting the mitigation actions necessary to absorb a \$1.8B shortfall and \$12.4B reduction. He said some areas, such as canceling TDYs and limiting supply purchases, would be tolerable, but other areas, such as furlough and reduction of weapon system sustainment, would have a drastic/long lasting impact on the mission. No one wants to have a furlough, but the FY13 bills cannot be paid without it. Only mission critical operations will be sustained to protect readiness. The way ahead has three possible outcomes; 1) on 1 Mar, if nothing is done, sequestration starts, 2) if Congress decides to move the date to the right, this is not good either because that means there will be even less time to pay the bills, or 3) if the Sequestration Act is revoked, we could go back to FY13 appropriations. Under any of these scenarios, the last six months of FY13 will be a challenge. Mr. Marshall asked, "If AFSC wants to readdress the Depot Maintenance Working Capital Funds will that bubble up to you?" BGen Brown said, "We welcome the dialogue; however, we only have scenarios and won't know what is doable until we know the top-line numbers." Dr. Butler indicated 50/50 will take a double hit. Contractors will have to stop making repairs. Without relief, the consequences will be bad.

9. Financial Improvement and Audit Readiness (FIAR) – BGen Mark Brown, HQ AFMC/FM (via VTC from HQ AFMC)

BGen Brown also briefed the Financial Improvement and Audit Readiness (FIAR) initiative in which taxpayers have the right to demand accountability for the DoD budget. FIAR is not just an AFMC/FM requirement. It requires an enterprise effort to maintain audit readiness to justify where taxpayer dollars are going. The timeline written in the NDAA requires us to be audit ready by FY14. Three areas currently found noncompliant are the AF Form 428 (Overtime Authorization), AF IMT 3821 (Employee Accounting Data), and the OPM Form 71 (Request for Leave). Mr. Gill said he has not seen any training concerning this issue. BGen Brown indicated that more training is needed and there will be an increase in training and information being rolled out within the next couple of weeks. FM has been sampling records each pay period since last December and Pay Period 3 information will be available soon. Accuracy rates thus far indicate less than half our files meet the standards. Mr. Shaw indicated that an email is sufficient if it documents that leave was requested by the employee and approved by the supervisor. Mr. Scott said that Articles 23 & 24 only require an OPM 71 when the leave is disapproved. Mr. Steenbock said that the auditors are looking for the OPM 71, but the AFI says other documentation is acceptable; the past practice is at odds with what the auditors are looking for; we intend to stay true to the MLA, but also pass the inspection. Mr. Marshall asked, "Why isn't the timesheet adequate?" BGen Brown indicated the timesheet does not approve the leave or overtime. We have written our own rules into the AFIs which require us to request overtime in advance on the Form 428. The timecard alone is not sufficient based on our own rules. BGen Brown said we have additional scorecard data for the next pay period available soon.

10. Civ Pay Inquiry Process – BGen Mark Brown, HQ AFMC/FM (via VTC from HQ AFMC)

BGen Brown gave a final briefing on the Civ Pay Inquiry Process. He said the Customer Service Representative (CSR) is the main point of contact between the employee and DFAS. The CSR also has reach back capability to the Base Comptroller. BGen Brown also provided a diagrammed pay inquiry process based on three different pay correction scenarios. Mr. Scott explained a situation in which an arbitrator's decision was rendered over a year ago and the union had to file a ULP to get compliance. Mr. Scott asked if management's position is that DFAS is another agency that we don't control. Mr. Steenbock said the DFAS inquiry process does not supercede the negotiated grievance process. This information is in response to the action item from our last PC meeting.

Mr. Tasse said the grievance process is more timely than the FM process. Mr. Scott asked if DFAS is responsible for pay. BGen Brown said DFAS is responsible, but we maintain contact through our liaisons; our desire is to make the process run smoother. Mr. Scott rebutted the employer is responsible. BGen Brown indicated we are working with DFAS and our CSRs are embedded in the organizations to work the issues. Mr. Scott wanted to know if accrued interest is authorized to account for the lengthy process. BGen Brown said he was not aware of any process where the government would pay interest based on these scenarios. He acknowledged there will always be problems, but we are working to reduce the percentage of these problems. We have recently reestablished the Ombudsman program at HQ AFMC/FM. Bases can elevate an issue to Command level, and HQ AFMC/FM will assist and get back to them. Dr. Butler indicated now there is a process that can be provided to employees; DFAS does get it right most of the time. Mr. Tasse acknowledged that the Ombudsman will help with knowing who to go to and said this was good. Dr. Butler said BGen Brown and Mr. Don Kendrick are the best in the business; they are a friend to help work issues that are elevated.

11. Employee Vehicle Certification and Reporting System (ECARS) – Maj Charles Gartland, AFLOA/JACE-FSC (via VTC from HQ AFMC)

Maj Charles Gartland was joined with Mr. Tom Robinson, AFGE Council 214 Executive Assistant, in the VTC Room at HQ AFMC. Maj Gartland explained as the Environmental Attorney, he has been working with AFGE C214 on implementing changes to comply with the Clean Air Act. In 1990, the Act required states to track and reduce vehicle emissions. Federal facilities in non-attainment areas are required to enforce inspection and maintenance (I/M) requirements for vehicles. When the base decal program disappeared in 2007, there was no longer any means to enforce the I/M requirement. AFI 32-7040 was modified to address this problem and established a new form that requires affected employees to digitally certify compliance with emissions control and I/M inspection. The form does not require proof of the inspection, but is based on the "honor system." Dr. Butler asked if this was encouraging people to sign something they are not qualified to sign. Maj Gartland said the garage where the inspection is performed has to be certified to conduct the test. Once the test is completed, the employee has certification and can check the block on the form. Mr. Tasse asked, "What happens if I'm not compliant?" Maj Gartland indicated, "The garage or shop has detrimental compliance."

Maj Gartland also explained that the trigger is not where you live, but where you work. If an employee is TDY for less than 60 days, they are exempt. The cost depends on the testing program available in the local area, in addition, there may be a cost for needed repairs. Mr. Robinson asked if the installation could provide the test and repairs. Maj Gartland indicated he was not aware of any prohibitions. Bases impacted include Hill, Edwards, Kirtland, Hanscom and Rome. The form allows one vehicle per each form, and is available through the AFEMS module. Mr. Shaw asked if the gate guards ask for proof of the e-checks. Maj Gartland indicated they could do a random check anytime at the Local Commander's discretion. Mr. Tingey indicated C214 would continue to work this with A1.

12. D.C. Legislative Conference – Mr. Troy Tingey, AFGE Council 214 President

Mr. Tingey provided a briefing on the information gathered at the D.C. Legislative Conference. He said briefings were provided by AFGE, Congress, DoD, and Defense Contractors. The key issues included downsizing, efficiency initiatives, and the McCain cuts, which are across-the-board reductions of civilians that match the military. Dr. Butler said the Army is now over strength because of the withdrawal of troops from Afghanistan. He was interested in whether or not Air Force has to share the same amount of cuts as the Army and was concerned it may spill over to us. Mr. Tingey indicated that for every three position vacancies, we would only be allowed to fill one. However, this would be a disaster for the workforce and would breach 50/50 laws. In addition, Title 10 prohibits an A-76 study of core depot workload. Dr. Butler said insourcing has stopped, and we are not allowed to go beyond FY10 levels. Mr. Tingey continued with the history and guidance on sequestration and furloughs, and provided other examples of steps being taken to reduce costs across Services. He also discussed the potential for another BRAC and shared comments from Mr. John Johns, Deputy Assistant Secretary of Defense for Maintenance. Dr. Butler indicated the future looked favorable for all three ALCs, and we should embrace the situation because it could bring us more work. He also said there would be no way to meet furlough and 50/50 and there would be severe consequences. Flu shots and fitness time would go away. Contractors will not be affected now, but will be hit in FY14-15, so they are not hiring.

13. VPP Commitment Agreements – Dr. Steven Butler, AFMC/CA

Dr. Butler wanted to discuss the VPP Commitment Agreements because there was an issue with the IAFF at Hanscom. The union refused to sign the commitment letter because they are still arguing about how many fire fighters should be on a truck. Since it's not resolved, the IAFF decided to pull out. Mr. Tingey said that AFGE C214 has no control over the IAFF. Mr. Gill indicated that Pam McGinnis is back on board at Wright-Patt. Mr. Marshall asked, "What happens if the union pulls out?" Dr. Butler said, "If the union pulls out voluntarily, it's a one year cool down period; if OSHA pulls the plug, it's two years." Mr. Ty Norton provided an example at Tinker with the DLA. The union said if management moves on without us, we'll never help you. Management could move on, but would never get a star. Dr. Butler said that ANSI Z10 does not require the union to commit. Mr. Marshall said it's not the end of the world if we don't get a star. Dr. Butler talked about the idea of a marriage license being the same as a commitment agreement. Once you're committed, you shouldn't be able to get out without going to counseling. Mr. Tingey indicated OSHA requires a 30-day withdrawal period before issuing any action.

14. Hiring Freeze and VERA/VSIP at Robins – Mr. John Steenbock, HQ AFMC/A1

Mr. Steenbock provided copies of letters from the Secretary of Defense to each one of the PC members concerning preparations for potential sequestration and furlough. The SecDef letters provide notifications to Congress in addition to a letter coming out to all DoD civilians. Mr. Steenbock said we are expecting AF to provide us with the parameters for bargaining over the furlough in the next couple of days. He provided the guidelines on the hiring freeze and said that working capital fund (WCF) positions were excepted. In addition, the number of temps, terms and reemployed annuitants being released is not as big as we thought. Some co-op students are already on permanent positions. Mr. Lewis indicated some gate guards are on four year term appointments. Mr. Marshall said AFSC exempted their term gate guards. Mr. Steenbock mentioned a few other exceptions and explained the approval authority. Dr. Butler said, so far, we are not proposing a RIF. Mr. Steenbock said there has been a VERA/VSIP approved for WCF positions at Robins. Dr. Butler said WCF is intended to fluctuate based on the workload. Mr. Scott asked, "Why not hire employees as temps or terms versus having to pay them a VSIP?" Mr. Tingey said, "They are not being forced out and there is no RIF." Mr. Steenbock said we couldn't get to where we wanted with just the hiring freeze and attrition alone. Mr. Marshall said we've issued 535 offers. Mr. Steenbock said we may look at using a daisy chain to reassign behind WCF GS employees if we are still overmanned in the WG area. Mr. Tingey said reassignments under the MLA are different than daisy chain reassignments. Mr. Scott said he was okay with reassigning people who qualify, but wanted to follow the MLA process. Mr. Steenbock said we have not asked for RIF authority;

therefore, we should be working in accordance with the MLA. Mr. Steenbock said he will provide a follow-up to the union concerning when the agency does not buy people out directly, can the employees be moved to another area. This is an open action item.

15. Furlough - Mr. Tom Robinson, AFGE Council 214, and Mr. Randy Shaw, HQ AFMC/A1KL

Mr. Robinson said he appreciated AFMC asking for PDI input from the union. The charts submitted by the union show our employee interests. The number one issue is to consider 22 continuous days, or 176 hours. The union wants employees to have this option because some employees will need the money from unemployment. The union also is interested in advance notice if the furlough is canceled early, no impact to time-in-grade, gradual recoupment of benefit payments, no charge for life insurance, no payment for daycare premiums, collect annual/sick leave at full rate, scheduled leave will not be charged, full pay and benefits during holidays, and exception for union reps on 100% official time. Mr. Shaw indicated the key focus is on the 22 continuous days versus rolling; we need to look at mission impact; employees cannot be paid unemployment for the first seven days of furlough; AFMC would save money if shut down on the same days; during the AF Roundtable conference call, AFGE said most employees surveyed wanted to spread out the days, unless they had two incomes. Mr. Tingey said there will be mission impact regardless; C214 wants the public and the states to complain; every bargaining unit employee should call to ask, "When will we be back at work?" Mr. Tingey also said the impact of 30 days could take years to recover from. Mr. Tasse said we want Congress to hear employees say, "Why don't you want us here?" Mr. Steenbock indicated we don't want to set ourselves up for BRAC; it would take four to six weeks to receive an unemployment check and it wouldn't include the first seven days; since AF doesn't pay into unemployment, the states would end up charging us back; this would set us up for long-term failure because the money would have to come from somewhere else. Mr. Tingey said the union wants to inflict pain, get the money back and be heard. Mr. Justin Bell (via telecom) indicated if employees call the unemployment office versus filing online, the effective date could be backdated according to the unemployment rep he spoke with. Dr. Butler said some offices will even come to the base to assist; management's interest is to maintain productivity. Mr. Norton said if someone takes furlough at the beginning and the furlough gets canceled, they would be stuck. Mr. Tingey said we have paid our share, someone else needs to step up. Mr. Marshall said we are talking about taking it out on the warfighter as well; the recovery from a one month shutdown could be drastic; if we're talking about trying to make a point, I personally feel that is wrong; who are we hurting? Dr. Butler said if we shut down the factory for a month, what would it look like when we come back? Mr. Tingey said we could bring in a mediator or go to impasse; we will delay as long as upper-management says they will wait to implement then do post-implementation bargaining. Dr. Butler said AF guidance says no continuous days and employees can't be furloughed on a holiday. Mr. Tasse asked if there was a proposal to do away with Alternate Work Schedules. Mr. Shaw said furlough could be taken using hours versus days. Mr. Tingey admitted that 22 continuous days would most likely not be favorable among most employees, but this is still pre-decisional. Mr. Marshall said his opinion is that the negative impacts outweigh making a point. Mr. Shaw said there would be no impact to time-in-grade; promotions still would go through; there would be no impact to service computation dates for retirement; no cost to employees for FEGLI payments; and to our knowledge no hardship exception for daycare payments. Mr. Steenbock said if NAF employees are still at work in the daycare, classrooms would have to be shut down if people aren't bringing their children. Mr. Shaw said he understands the union's concerns and desires, but leave accrual is impacted after 80 hours in a non-pay status. Mr. Tingey said the union will push to keep leave on the books. Mr. Shaw asked for a way forward from here. Mr. Tingey said the union will review the charts and Mr. Robinson and Mr. Bell will get back with Mr. Shaw. Dr. Butler said PDI is okay at any level, but bargaining will have to be completed at the Command level. Mr. Marshall asked if union and management should engage locally. Mr. Tingey said not at this point, we would like to use the umbrella approach. Mr. Shaw said we will issue notice at the Command level.

16. Review of Minutes/Action Items – Ms. Gina Martinelli, HQ AFMC/A1KL, continued

Conversation picked back up with regard to review of the action items, which was interrupted earlier by the VTC.

- 12-11-04 (Provide update on legal opinion from SAF/GC concerning aged comp time formula.)
 - Mr. Steenbock indicated a hearing has been scheduled, but details are close hold due to privacy concerns. He will talk with BGen Brown on the latest information and follow-up with SAF/GC on the status.
 - OPEN
- 12-11-05 (Draft letter to DFAS encouraging them to communicate better and resolve pay issues affecting AFMC employees in a time manner; Diagram the process for handling pay issues in an effort to look for ways to make the process more efficient.)

- FM prepared diagram of the process and BGen Brown presented the information during his briefing earlier today.
 - Letter to DFAS still pending.
 - OPEN
- 12-11-06 (A1 remind leaders during weekly FSS call to bring the union in early for input concerning Services transformation.)
 - CLOSED
- 12-11-07 (Provide feedback to the union after erroneously drug tested employees have been restored.)
 - Mr. Shaw presented a chart with each proposed action and the status of cancelling the action. Employees who were erroneously drug tested have had their actions canceled. Employees who voluntarily resigned were not contacted. One employee was properly assigned to a TDP based on SAR code 5 and the proposed removal was mitigated to a suspension.)
 - The union requested verification that letters were sent out to notify employees.
 - Mr. Shaw said he will follow-up to make sure letters were issued to the affected employees notifying them of the outcome and that they are no longer on a random testing position.
 - CLOSED
- 12-11-08 (Explore possibility of conducting next Joint National Meeting via VTC.)
 - OPEN
- 12-11-09 (Re-work PC CONOPS to increase membership to six members for both the union and management.)
 - Ms. Martinelli said a copy of the revisions to the PC CONOPS was provided in the binders.
 - Dr. Butler said to send the PC CONOPS out to all PC members and allow two weeks for review; this should not have to be reviewed at the meeting and should be ready for signatures.
 - OPEN
- 12-11-10 (Prepare letter for Dr. Butler's signature endorsing PDI at the activity level. Give proposed LM metrics a test.)
 - Ms. Martinelli indicated a copy of the draft letter for Dr. Butler's signature was included in the binders.
 - Mr. Tingey expressed desire to sign the letter out jointly from both union and management.
 - Dr. Butler agreed and said to make revisions to the letter accordingly.
 - OPEN
- 12-11-11 (Provide procedures for accessing new OPM eOPF and whether the system will be CAC enabled. Provide reason access is restricted to government computers. Find out how disciplinary actions will be removed when actions are revoked and how quickly they will be purged.)
 - CLOSED
- 12-11-12 (Issue guidance to DPs and CPOs to standardize procedures when considering a VERA/SIP withdrawal request.)
 - Guidance letter released by Mr. Steenbock on 17 Feb.
 - Copies of guidance provided to PC members.
 - CLOSED

Action items from the Joint National Meeting were reviewed as follows:

- 12-11-01 (Elevate suggestion or encouragement of more PDI at the DoD and AF levels, since it is hard to do at AFMC level once decisions are made at DoD/AF level and pushed down.)
 - Mr. Steenbock sent an email and discussed by phone with Mr. John Parks, AF/A1P (Senior advisor AF Roundtable), requested assistance with PDI at higher levels.
 - Mr. Parks agreed PDI should take place at the appropriate level and if MAJCOMs aren't able to engage, AF will engage with the National unions.
 - CLOSED
- 12-11-02 (Spell out who has Title V Authority at each installation and who local unions should work with to engage with PDI and other matters, as well as how the Installation Commander (with Title V Authority) interacts with tenant organizations.)
 - Ms. Martinelli provided a briefing and described what Title V Authority is and who holds Title V Authority. She also explained that PDI should be done with the Commander or leader who has the appropriate authority for handling the issue. As with bargaining obligations, PDI should be conducted similarly with the appropriate management officials.
 - CLOSED

- 12-11-03 (Mr. Scott, Local 987 President, provide info to HQ AFMC/FM on employee pay issue. HQ AFMC/FM provide guidance to installations to clarify process for elevating problems through Comptroller channels to HQ AFMC/FM and to DFAS liaison.)
 - BGen Brown provided this information in VTC briefing earlier today.
 - CLOSED
- 12-11-04 (Provide suggestion to suicide review group to provide training to union reps regarding how to detect signs of distress and info about helping offices available to assist if/when they are approached by a person in distress and need to hand-off.)
 - An action item was opened earlier to update ACE cards with civilian assistance/outreach information specific to each base.
 - C214 continues to desire training for stewards at the local level.
 - OPEN
- 12-11-05 (Provide 2012 RAND study and recommendations to AFGE C214.)
 - CLOSED
- 12-11-06 (Provide explanation of ADR numbers reported to Troy Tingey.)
 - Info provided during telecom with Mr. Tingey and SAF/GCD.
 - CLOSED

17. Leave Request Audit Finding at Tinker – Ms. Gina Martinelli, HQ AFMC/A1KL

Ms. Martinelli provided a briefing on a leave request audit finding conducted at Tinker last Oct. The Air Force Audit Agency reviewed 20 employee records and found documentation errors in all files. Leave request and approval is not being documented properly and there is no supporting documentation in the files. To avoid an audit failure in the Civ Pay program, AF must provide an auditable trail with regard to proper leave request procedures. According to FM, the current state is not auditable. The MLA process does not require documentation for call-in procedures unless the leave is denied. The intent is to maintain our MLA language while tightening up on the documentation. Employees should follow-up in writing with their supervisor after returning from emergency leave to ensure the time is documented and approved so it matches the timecards. Dr. Butler proposed adding a statement in clear text to timecards to cover the auditability issues with regard to proper leave request/approval procedures. Once the supervisor signs the form, it's certified and officially approved, otherwise the information is falsified. This is a new action item.

Day 2: 21 Feb 13

The members enjoyed a celebration dinner the night before to thank Mr. ~~John Blanch~~ for his dedicated years of service to the mission as the past AFGE C214 President. Coins were awarded and presentations made by Dr. Butler, Mr. Marshall and Mr. Steenbock. Mr. Blanch gave his sincere appreciation for all the support and said we've been through tough times before and I know we'll get through them again.

1. Status of Local Supplement Agreement (LSA) Negotiations – Ms. Gina Martinelli, HQ AFMC/A1KL

Ms. Martinelli indicated that one LSA has been reviewed and approved at AFMETCAL. The three ALC bases, Robins, Tinker and Hill, have all started negotiations and they are currently ongoing. The rest of the bases, Edwards, Eglin, Kirtland and Wright-Patt, are still negotiating ground rules. For Hurlburt, neither party submitted an intent to negotiate an LSA. Mr. Tingey asked Mr. Tasse why he didn't submit anything. Mr. Tasse said Mr. Dan Landrum has complained about never receiving any information from HQ AFMC, but he will ping Mr. Landrum when he gets back. Mr. Tingey said negotiations are progressing okay. Some bases have asked for assistance on the ground rules. The union does not want to go to impasse over ground rules. Dr. Butler asked if the PC should set deadlines. Mr. Tingey said we have no control because it's local. Mr. Gill asked if there was any standardized guidance. Mr. Tingey said we use the MLA, we don't foresee any roadblocks. Dr. Butler said let's develop a chart and review again at our next meeting. This is an action item.

2. Feedback on Deleted Items in OPM eOPF – Mr. John Steenbock, HQ AFMC/A1

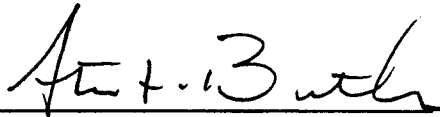
Mr. Steenbock provided follow-up information concerning the OPM eOPF deleted items folder. The information in the deleted items folder will be purged from the system each night automatically. A manual back-up is also done every day. Mr. Gill said the data files should overwrite themselves when they update. This action is CLOSED.

3. Recap on Furlough – Round Robin

Mr. Steenbock said the MAJCOMs have received the information from AF on furlough, and the unions will be notified in writing to initiate I&I bargaining. AF direction reiterated the furlough will be 22 discontinuous days or 176 hours. Dr. Butler said all five Centers have provided impact statements which will be provided to the Hill. Mr. Steenbock said that AF reiterated the loss of man hours could result in mission failure. There will be no attempt to get rid of compressed work schedules (CWS) because of how furlough may impact work schedules. Mr. Tingey said we need to look at hours and not days. Mr. Gill said this could be an administrative nightmare. Dr. Butler said how do you claim overtime if you haven't worked 32 hours, i.e., night shift at the Museum. People want to know how to plan. We need to negotiate the path or do post-implementation bargaining. Mr. Lewis said people are confused; they want to know when they are working and when overtime is available. Dr. Butler said we thought Foreign Military Sales (FMS) was exempt, but now they are back in. We don't know what the workload reduction will be or what FY14 will look like. We need to recommend a standard approach. If we declare our path, DLA will probably work with us. Mr. Steenbock said AFMC/CC is looking for standardization. Dr. Belk said we also need to maintain functionality. Dr. Butler said the shops want same day shut down, the testing facilities want shut down based on weather. The clock starts when we return. We're open to good ideas.

The meeting concluded with a picture in front of Building 1102 and a tour of the Strategic Missile Integration Center and Missile Silo, Software Development Facility, and F-22 Maintenance Facility. The next PC meeting is planned to be held in conjunction with the Joint National Meeting in the May/June 2013 timeframe at WPAFB. Limited TDY funds will make VTC attendance more practicable for most attendees. The meeting was adjourned.

Minutes Approved By:



Steven F. Butler



Troy Tingey

Action Items from Eglin Meeting 26-27 Jun 12

12-06-06	Members Steenbock and Marshall will review arbitration issues at Robins.	A1	Mr. Tingey and Mr. Shaw plan to schedule a staff assist visit to Robins to resolve arbitration scheduling issues.	OPEN
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Action Items from Wright-Patterson Meeting 28 Nov 12

12-11-04	Provide update on legal opinion from SAF/GC concerning correct formula for aged comp time calculations.	A1	Mr. Steenbock sent request for vector check to AF/A1P on 2/26/13.	OPEN
12-11-05	Draft letter to DFAS encouraging them to communicate better and resolve pay issues affecting AFMC employees in a timely manner. FM diagram the process for handling pay issues in an effort to look for ways to make the process more efficient.	A1 & FM	FM provided diagram of the process for handling pay discrepancies. Letter to DFAS still pending.	OPEN
12-11-08	Explore possibility of conducting next Joint National Meeting via VTC.	A1	Next meeting planned in conjunction with Joint National in June at HQ AFMC.	OPEN
12-11-09	Rework PC CONOPS to increase membership to six members for both the union and management.	A1	Ms. Martinelli will send revised CONOPS to PC members for review.	OPEN
12-11-10	Prepare letter for Dr. Butler's signature endorsing PDI at the activity level. Give proposed LM metrics a test.	C214 & A1	Add signature block for Mr. Tingey to issue letter jointly. Ms. Martinelli will route package for approval and signatures.	OPEN

Action Items from Joint National Meeting at WPAFB 28 Nov 12

12-11-04	Provide suggestion to suicide review group to provide training to union reps regarding how to detect signs of distress and info about helping offices available to assist if/when they are approached by a person in distress and need to hand-off.	SG	SG provided briefing on suicide awareness and prevention during VTC on 2/20/13. C214 continues to desire training for local stewards.	OPEN
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Action Items from Hill Meeting 20-21 Feb 13

13-02-01	Dr. Butler talk with BGen Harris again concerning Mr. Tasse and local PC at Eglin.	CA		OPEN
13-02-02	Lt Col Hubbard contact Eglin to obtain results/recommendations regarding ACE (ask, care, escort) cards tailored for civilians.	SG		OPEN
13-02-03	LtCol Hubbard provide union 11 elements of AF Suicide Prevention Program.	SG		OPEN
13-02-04	New suicide pilot briefing at next PC.	SG		OPEN
13-02-05	Standard process for removal of disciplinary actions deletion/purging.	A1		OPEN
13-02-06	Submit request through appropriate channels to increase mailbox sizes for Local Union Presidents.	A6		OPEN
13-02-07	Recheck with BGen Brown on the Robin's employee pay issue.	FM		OPEN
13-02-08	Provide feedback to the union with regard to process of moving WCF WG employees behind GS employees who accept VERA/VSIP.	A1		OPEN
13-02-09	Find out if repayment of FEHB can be staggered.	A1		OPEN

13-02-10	Determine if statement can be added to timecards to cover proper leave request auditability issues.	FM		OPEN
13-02-11	Develop lessons learned chart from each activity on LSA language – best practices.	A1		OPEN
13-02-12	Check to see if SAR 7 employee received letters they are no longer on TDPs.	A1		OPEN

**AIR FORCE MATERIEL COMMAND
AND
AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES COUNCIL 214**

**PARTNERSHIP COUNCIL MEETING
20-21 FEB 2013**

AGENDA

TUESDAY, 19 FEB

Arrival – Hill AFB

WEDNESDAY, 20 FEB

<u>TIME</u>	<u>TOPIC/PRESENTER(S)</u>
0715	<i>Surrey Pick-Up @ Layton Garden Hilton</i>
0715 – 0730	<i>Travel to Hill AFB, Building 1102, Air Room</i>
0730 – 0800	<i>Continental Breakfast</i>
0800 – 0810	<i>Welcome/Opening – Administrative Remarks/Agenda Review</i>
0810 – 0830	<i>Mission Brief Col Kathryn Kolbe, 75 ABW/CC</i>
0830 – 0845	<i>Local Management/Union Update Ms. Linda Telford, AFSC-OL DPH/DPC & Mr. Monty Lewis, President, Local 1592</i>
0845 – 0915	<i>Review Minutes/Action Items from Last PC Meeting & Joint National Meeting Ms. Gina Martinelli, HQ AFMC/A1KL</i>
0915 – 0930	<i>Break</i>
0930 – 0955	<i>Suicide Prevention Training for Union Reps & Suicide Awareness Update Lt Col William Hubbard, HQ AFMC/SGOB (via VTC; 1130-1155 EST)</i>
0955 – 1010	<i>OPM eOPF Questions & Answers Ms. Kathi Platter, HQ AFMC/A1KK (via VTC; 1155-1210 EST)</i>
1010 – 1030	<i>AFNet Migration and Reduction of Mailbox Sizes Mr. Fred Altum, HQ AFMC/A6XI (via VTC; 1210-1230 EST)</i>
1030 – 1100	<i>AFMC Top-line Reductions BGen Mark Brown, HQ AFMC/FM (via VTC; 1230-1300 EST)</i>
1100 – 1130	<i>FIAR Checklists Ms. Sharon King-Roberts, HQ AFMC/FM (via VTC; 1300-1330 EST)</i>
1130 – 1200	<i>Employee Vehicle Certification and Reporting System (ECARS) Maj Charles Gartland, AFLOA/JACE-FSC (via VTC; 1330-1400 EST)</i>
1200 – 1300	<i>Box Lunch</i>

1300 – 1320 *Washington D.C. Legislative Conference
Mr. Troy Tingey, AFGE C214 President*

1320 – 1340 *VPP Commitment Agreements
Dr. Steven Butler, HQ AFMC/CA*

1340 – 1415 *Hiring Freeze, VERA/VSIP at Robins
Mr. John Steenbock, HQ AFMC/A1*

1415 – 1430 *Break*

1430 – 1530 *Furlough
Mr. Tom Robinson, AFGE C214 & Mr. Randy Shaw, HQ AFMC/A1KL*

1530 – 1545 *Leave Request Audit Finding
Ms. Gina Martinelli, AFMC/A1KL*

1545 – 1600 *Status of Local Supplement Agreement Negotiations
Ms. Gina Martinelli, AFMC/A1KL*

1600 – 1615 *Wrap-Up
All Members*

1615 *Surrey Pick-Up @ Building 1102*

1615 – 1630 *Travel to Lodging*

1630 – 1745 *Personal time*

1745 - 1800 *Travel to Dinner*

1800 – 1915 *Dinner at Ruby Rivers*

1915 – 1930 *Travel to Lodging*

THURSDAY, 21 FEB

0715 *Surrey Pick-Up @ Layton Garden Hilton*

0715 – 0730 *Travel to Hill AFB, Building 1102, Air Room*

0730 – 0800 *Continental Breakfast*

0800 – 0830 *Wrap-Up - Review of Action Items/Planning for Next Meeting
All Members / Secretariat, Randy Shaw*

0830 *Surrey Pick-Up @ Building 1102*

0830 – 1100 *Tour (Group Photo)*

1100 *Meeting Adjourned*

PARTNERSHIP COUNCIL MEMBERS (As of: Feb 13)

Management Members	Union Members
<p>Dr. Steven F. Butler AFMC/CA DUTY TITLE: Executive Director (AFMC) 4375 Chidlaw Rd. Wright-Patterson AFB OH 45433-5001 Phone: DSN 787-6035 COMM 937-257-6035 Email: Steven.Butler@wpafb.af.mil Secretary:</p>	<p>Mr. Troy Tingey President, AFGE Local 1592 7190 11th St. Bldg. 555 Hill UT 84056-5401 Phone: DSN 777-3257 Email: troy.tingey@hill.af.mil</p>
<p>Mr. John W. Steenbock AFMC/A1 DUTY TITLE: Director, Manpower, Personnel & Services 4375 Chidlaw Rd. Wright-Patterson AFB OH 45433-5006 Phone: DSN 787-2400 COMM 937-257-2400 Email: John.Steenbock@wpafb.af.mil Secretary: Frances Beavers</p>	<p>Mr. Jimmie Norton (Ty) Secretary-Treasurer PO Box 1476 Choctaw OK 73020 Union Phone: 405-733-3851 Cell: 405-206-4511 Email: nortonj@afge916.org</p>
<p>Mr. Ross Marshall, SES AFSC/CA DUTY TITLE: Executive Director, AFSC 3001 Staff Drive Bldg 3001 Tinker AFB OK 73145 Phone: DSN 339-2202 - COMM 405-739-2202 Email: Ross.marshall@tinker.af.mil Secretary: Marilyn Pohl</p>	<p>Mr. Tom Scott President, AFGE Local 987 PO Box 1079 Warner Robins GA 31099-1079 Phone: DSN 468-3540 Email: tom.scott@afgelocal987.org</p>
<p>Mr. Michael A. Gill AFLCMC/CA DUTY TITLE: Executive Director, AFLCMC 7981 Georgia St Bldg 1102 Rm 100 Wright-Patterson AFB OH 45433 Phone: DSN 785-3229 - COMM 312-255-3229 Email: michael.gill@wpafb.af.mil Secretary: Doris Todd</p>	<p>Mr. Rocky Tasse President, AFGE Local 1942 PO Box 1944, Bldg A10 Eglin FL 32542 Phone: DSN 872-5270 Email: rocky.tasse@eglin.af.mil</p>

<p>Dr. Davy M. Belk AFTC/CA DUTY TITLE: Executive Director, AFTC 26 Electronic Parkway Edwards AFB CA 93524 Phone: DSN 527- 4436 - COMM 661-277-4436 Email: Davy.Belk@edwards.af.mil Secretary: Jean Kelly</p>	<p>Mr. Tom Robinson Executive Assistant, AFGE Council 214 4375 Chidlaw Rd. Wright-Patterson AFB OH 45433-5006 Phone: DSN 787-7092 - COMM 937-257-7092 Email: Thomas.robinson2@wpafb.af.mil</p>
<p>Mr. Randy Shaw Secretariat HQ AFMC/A1KL 4375 Chidlaw Rd., Rm N208 Wright-Patterson AFB OH 45433-5006 Phone: DSN 787-2382 - COMM 937-257-2382 Email: Randy.Shaw@wpafb.af.mil</p>	
<p>Ms. Gina Martinelli Alternate Secretariat HQ AFMC/A1KL 4375 Chidlaw Rd., Rm N208 Wright-Patterson AFB OH 45433-5006 Phone: DSN 787-3277 - COMM 937-257-3277 Email: gina.martinelli@wpafb.af.mil</p>	