

ATWC

MEMORANDUM FOR RECORD

SUBJECT: Community Leader Information Forum (CLIF), 7 JAN 2015

1. Meeting Attendance:

**Membership**

Commandant, USAWC  
Senior Spouse Advisor  
Command Sergeant Major  
Senior Spouse Advisor  
Deputy Commandant  
Senior Spouse Representative  
Provost, USAWC  
Chief of Staff  
Senior Spouse Representative  
AY15 Class President's Spouse  
Dir., SLDR, USAWC  
MFP/SLDR, USAWC  
G3  
G4  
G6  
G9  
Commander, DAHC  
Commander, USAG  
CBks Ministry  
CSM, USAG  
Army Community Service  
Senior Spouse Representatives  
Seminar Spouse Representatives  
Seminar 21 Representative

**Present/Represented**

MG William E. Rapp  
Mrs. Debbie Rapp  
CSM Malcolm D. Parrish  
Mrs. Sharon Parrish  
COL Dave Funk  
Mrs. Nellie Funk  
Dr. Lance Betros  
COL Robert Balcavage  
Mrs. Kim Balcavage  
Mrs. Carol Baxter  
Dr. Thomas Williams  
Ms. Laurel Cioppa  
COL Robert Wade  
COL William Draper  
LTC Jason Hester  
COL John Burbank  
COL Rebecca Porter  
LTC Kimberly Peeples  
Chaplain (LTC) William Barbee  
CSM Charles Rosado  
Ms. Rebecca Myers  
USAWC Directorates/Centers/Institutes  
Seminars 1-25  
Mrs. Andrea Aitken

2. Opening Remarks: Meeting commenced at 1100. MG William E. Rapp, Commandant, United States Army War College, welcomed all in attendance. With wintery roads and sidewalks, he asked everyone to be safe and help share that safety message with others. MG Rapp also shared with the Senior Spouse Representatives (SSRs) that he had spoken to their spouses (i.e., AY15 Students) on Tuesday, 6 Jan 15, and reminded them that there are only five months left until graduation in June. He emphasized that students will have many demands on them in the coming months to include Oral Comprehensive Exams at the end of February followed by their Strategic Research Project (SRP), due 1 April 2015. Additionally, students will be busy with electives, the upcoming National Security Staff Ride (NYC trip), and with the anticipation of new follow-on assignments. He reminded everyone that even though they will be busy, they also need to try to make the most of the next few months by taking

advantage of some local offerings, including next week's Pennsylvania Farm Show. MG Rapp then reviewed the January agenda and moved on to the 3x5 card comments.

3. 3x5 Card Feedback from the December CLIF (see attached slides):

a. Question/Comment #1: *"Could Balfour Beatty explain the deficiencies in yard maintenance in regards to the lease agreement? It is my understanding that the mowing/yard maintenance is included in 'rent,' yet it has not happened regularly."*

Response: LTC Peeples, the USAWC Garrison Commander, wished all in attendance a "Happy New Year" and informed the group that the grounds maintenance is taken care of by a third party contractor who has fulfilled all obligations on the current contract. Much of the Heritage Heights community landscaping challenges are a result of the new construction. LTC Peeples introduced the USAG Housing Representative, Ms. Bif Coyle and stated that individual concerns should be addressed to Ms. Coyle at 717-245-4951.

b. Question/Comment #2: *"Could Balfour Beatty explain the utility billing process? Some of the older home occupants are receiving bills. What are they based on? Newer home residents are not receiving utility bills. When can they expect them?"*

Response: LTC Peeples, the USAWC Garrison Commander, stated that Carlisle Barracks is contracted with *YES Energy* for the *ARMY LIVE PROGRAM* billing program. Bills are based on a baseline average of 10 like-units. When a quarter's usage exceeds the average for the ten like-units, the resident is billed the overage. The process should have been explained at lease signing. The billing process will begin in January or February and is part of the agreement signed by the SECARMY as the Army has transitioned to privatized housing. Balfour Beatty anticipates the first bills will arrive in February by email. Residences should expect a \$3.00 admin fee with their first bill. The Commandant added that this is new for everyone as we all grew up in an Army culture where all utilities were free, but this has changed under privatized housing.

c. Question/Comment #3: *"There is no street sign at Liggett. Could a street sign be put up at Liggett and Forbes?"*

Response: LTC Peeples thanked those in attendance for bringing this to the Garrison's attention. A new sign has been installed at Liggett and Forbes.

d. Question/Comment #4: *"Would it be possible to add Lean Sigma Six or PMP certificates to the electives?"*

Response: COL Robert Balcavage, USAWC Chief of Staff, addressed the group and said that there is a specific process for nominating curriculum change at the USAWC. Dr. Betros, USAWC Provost, stated that the Project Management Professional (PMP) certification and *Lean Six Sigma* are both certificate programs focusing on education and efficiencies within industry and are not aligned with the

USAWC military level-1 (MEL-1)/Joint Professional Military Education (JPME)/ Masters of Strategic Studies (MSS) curriculum. Electives offered at the USAWC are focused primarily on the cognitive process. The process of nominating curriculum change also includes discussion at the Academic Planning Conference held the third week of January. Justification of adding these programs as electives for students and spouses would be difficult in a resource constrained environment.

#### 4. Special Topic Briefs:

*a. The U.S. Army War College National Security Staff Ride (New York City).* The Commandant stated that today's special topic brief, the U.S. Army War College National Security Staff Ride (New York City Trip 11-14 MAR), would be a condensed presentation so that spouses would know the important items to focus on in the 15 JAN 1130 and 1800 Information Briefings, for students and Spouses, in Bliss Hall. Students and spouses need only attend one of the two briefings; they are identical. It was emphasized that since many families will have members of their extended family come in to "watch their children" during the NYC trip, of the CLIF NYC Brief is to ensure we share some of this information early enough to allow for planning purposes. The Commandant then introduced the USAWC G3, COL Bob Wade who reminded the group that the Post Judge Advocate (PJA) and Department of Emergency Services (DES) will be available in the Mary Walker Room (located in Root Hall by the deli) to fill out Power of Attorney forms and vehicle passes for caregivers. Students must complete the NYC Roster, located on the Announcements section of the USAWC Internal Portal, by 29 JAN. A complete briefing is planned for SSRs at the FEB CLIF meeting scheduled for 4 FEB at AHEC. In describing the planning considerations for the trip, an advance party of USAWC staff will travel to New York City on 10 MAR. Travel for students and Spouses is scheduled for 11 MAR. On return, students and spouses will depart *from* New York City on 14 MAR by staggered departure times and will arrive back to Carlisle Barracks in the late afternoon. LTC Peebles informed the group that additional services will be provided *on post* for family members and childcare providers. For example, the Youth Center will extend hours and offer additional programming. Security on post will be heightened and individual quarters may be checked upon request. If you bring an extended family member in to provide childcare, DES will provide Temporary Access Passes for them to enter CBks and for on-post support services, to include PX and commissary privileges. Power of Attorney and Notary services are available at the JAG office now, on a walk-in basis. Caregivers will need a POA for medical/dental care of dependents.

COL John Burbank, USAWC G9/International Fellows Program stated that it is not always possible for spouses to attend each country's UN Mission because of the size of that particular country's facilities; Spouses interested in attending UN Mission small group visits should make this request clear to their student before departure for the NYC trip. COL Burbank emphasized that these visits are arranged "prior to that trip" so there's little flexibility in changing UN Mission attendance once students are in NYC.

#### 5. G3 Calendar Review:

a. COL Bob Wade, the USAWC G3, reviewed highlights from the upcoming JAN, FEB, MAR and APR Integrated Master Calendars (see slides #13-18).

**January 2015 highlights** included:

- MFP 13 JAN Income Tax Strategies Workshop
- 15 JAN National Security Staff Ride (NSSR #2) NYC Students/Spouses Briefs (1145-1215 or 1800-1900, Bliss Hall)
- The Martin Luther King Holiday observance with a training holiday on 16 JAN and the national observance on 19 JAN
- 15 JAN Chili Cook Off/Civilian Social
- 16 JAN Carlisle Barracks Spouses' Club (CBSC) Tourista Trip – Yuengling Brewery
- 20 JAN College Preparation for Military Families
- 20 CBSC Trivia Night, LVCC
- 22-23 NSSR #2 Judge Advocate General and Directorate of Emergency Services (1100 – 1300, Mary Walker Room)
- 23 JAN Chili Cook Off/Civilian Social
- 26-30 Facilitating, Leadership, and Group Skills (FLAGS) Session 1

**February 2015 highlights** included:

- 01 FEB MST Super Bowl Party
- 04 FEB CLIF (**AHEC**)
- 04 RWR Day
- 23-27 FLAGS Session #2
- 26 FEB National Prayer Breakfast.

**March 2015 highlights** included:

- 04 MAR CLIF (AHEC)
- 11 – 14 MAR National Security Staff Ride (NSSR #2) to NYC
- 28 MAR SAC Spring Fling Dance and CDC Easter Egg Hunt

**April 2015 highlights** included:

- 01 APR CLIF (AHEC)
- 02-05 APR Spring Recess
- 14-17 APR Senior Spouse Leadership Seminar
- 22 APR Army Reserve Birthday and Jim Thorpe Sports Days Pep Rally
- 23-25 APR Jim Thorpe Sports Days

See calendar slides for other events not highlighted above.

6. Command and Staff Updates:

a. Garrison. Ms. Becky Myers, ACS Director, informed the group that ACS had been approved to receive a Child/Youth MFLC (Military Family Life Consultant) to work with children and families one-on-one, and also in the schools. The *ACS Relocation One Stop* has been scheduled for 24 FEB, 28 FEB and 28 APR from 1100 – 1400 in the Root Hall Gym to help you get a head start on your next PCS. This will offer you “one-stop” to make all your PCS arrangements (e.g., transportation, housing, etc.).

b. The Exchange. The Exchange is open on Martin Luther King Day from 1000 – 1300. The Exchange has already earned a dividend of \$185,400 exceeding last year's totals. Ms. Liz Knouse, MWR Director, added that all dividends earned by the Exchange come back to post and help fund MWR programs. She noted that over \$35K has been returned to the MWR as a result of support to the Exchange.

-The Exchange is now sponsoring the *PROUD TO SERVE* essay contest. Your child's 300 word essay may earn a chance to win an Exchange Gift Card in the following amounts: first prize \$10,000.00 second prize \$5,000.00, and third prize \$2,000.00. Information is provided on the Exchange Facebook page.

-The Exchange is pleased to announce a free screening of “American Sniper” on Saturday, 10 JAN at 1530. Theater doors will open at 1400 and the event is *first come, first served* (no holding of seats is allowed). Free tickets can be obtained through Ms. Laurel Cioppa or at the Subway on post.

c. Dunham Army Health Clinic. COL Rebecca Porter, CDR, informed the group that the Dunham Army Health Clinic is working with Garrison to anticipate delays and closures on post so that patients appointments can be rescheduled. Please consult Relay Health and the DAHC Facebook page in addition for latest updates. Army Active Duty students are being contacted if they need another Measles, Mumps and Rubella vaccination needs to be re-administered. Three options are available if the Army student is notified they need the vaccination: Option #1: They can produce their Yellow shot record to prove they are up-to-date. Option #2: They can report to immunization and receive another vaccination for documentation in their health record. Option #3: They can report to the DAHC lab and the lab will draw blood to determine if there is evidence of immunity (i.e., a titers). More specific guidance is forthcoming directly to those students impacted. Jennifer Caywood from the Army Wellness Center discussed New Year's Resolutions on weight management and physical fitness. She encouraged all in attendance to “like” the Army Wellness Center's Facebook page which can be found on Facebook at Army Wellness Center – Carlisle Barracks. Updates are sent twice a week. She encouraged everyone to let the Army Wellness Center help you to identify your goals and keep them.

d. Dr. Williams, Director, SLDR, briefed “Strength for Wisdom” program and the upcoming fitness opportunities that are a collaboration of Senior Leadership

Development and Resiliency (SLDR) and MWR. This program provides numerous opportunities relevant to senior leaders and their spouses and is linked into helping achieve a higher level of “Strength for Wisdom” in anticipation of Jim Thorpe Sports Days. Log in at <http://www.carlisle.army.mil/orgs/SLDR/wisdom.htm> to sign up for the “Strength for Wisdom” program and view all opportunities. Please see slides #20 – 22.

d. Schools, Centers, and Institutes briefed by exception. The Commandant reminded all in attendance to take advantage of opportunities at The Army Heritage and Education Center (AHEC) to include the Soldier’s Story exhibit.

e. G Staff (1-9).

-COL William Draper, the USAWC G4, offered that the Syracuse Veterans Transition Program (VTCP) offers opportunities for Lean Six Sigma training and PMP certificate through a grant for both Veterans and spouses. Programs can be accessed online at <http://vets.syr.edu/education/employment-programs/>.

-LTC Kerry Maloney noted that the Tax Center on post will be set up in the near future in the same location as last year, Building 309. This is across the street from the DPW Building, near the swimming pool parking.

- COL John Burbank, USACW G9, informed the group that the International Fellows (IFs) will participate in their annual, East and West Coast Field Studies Trip scheduled 1 – 13 FEB. IF spouses and families will remain in Carlisle with support of the International Fellows Program Staff. If you have any questions or concerns during that time, please contact Iris Baker (717-245-4830) or Gretchen Morrison (717-245-3374) in the International Fellows Program office. COL Burbank can also be reached on his cell (717-462-2653).

f. PA/LL. Mr. Tom Zimmerman related the Carlisle Bus (CAT) has added the USAWC to its route. The fare for the bus service is \$1.75 and an information meeting has been scheduled for 19 FEB. More information to follow.

g. CBSC. Ms. Kristi Cormier informed the group that there has been a change to the CBSC calendar. The *Mock Dining In* that was scheduled for 20 JAN has been cancelled and replaced by *Trivia Night*, scheduled 20 JAN at the LVCC. An update is reflected on the CLIF calendar slides (attached). Scholarship opportunities from the CBSC will be posted on 15 JAN on the CBAC website (<http://cbspousesclub.org/>).

h. Military Family Program. Mrs. Laurel Cioppa informed the group that registration for the *FLAGS One Week Workshops* (26-30 JAN or 23-27 FEB) is currently underway. There are only a few available spots left for the JAN workshop. Please contact the Military Family Program Office at 717-245-4787 or [laurel.a.cioppa.ctr@mail.mil](mailto:laurel.a.cioppa.ctr@mail.mil) to reserve a spot today.

7. Closing Comments from the Commandant and the Command Group. The CofS informed the group that the new USAWC Ambassador, Dan Shields and his wife have arrived. The USAWC also has a new SARC (Sexual Assault Response Coordinator), Ms. Gina Beck, 245-4925 (The Carlisle Barracks/US Army War College 24/7 Sexual Assault Hotline: 717-961-2045). CAPT Mark Light, Navy Senior Service Representative, and his wife, Ann, and their family have PCS'd over the holidays. CAPT Light's replacement is CAPT James Kitzmiller; his wife is Mary Katherine Kitzmiller. COL Balcavage also stated that an officer had returned from a year-long deployment and remarked to him, unsolicited, on the positive attitude and enthusiasm of this year's class. Dr. Betros added that this year's academics were also going exceptionally well. Mrs. Nellie Funk thanked all who had contributed to the IF Holiday Social and to the College Age Social (with over 50 participants) both of which were held at Quarters Two and co-sponsored by COL & Mrs. Funk and the CBSC. The Commandant reminded all present of the upcoming oral comps and SRPs. He also reminded everyone to be safe and thanked all in attendance; officially closing the meeting at 1148. Next CLIF Meeting: 4 FEB 2015 (AHEC).

Approved by: Chief of Staff

WILLIAM E. RAPP  
Major General, U.S. Army  
Commandant