



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR MOBILITY COMMAND
JOINT BASE MCGUIRE-DIX-LAKEHURST**

MEMORANDUM FOR COMMUNITY ACTION INFORMATION BOARD (CAIB) MEMBERS

FROM: 87 ABW/Community Support Coordinator

SUBJECT: CAIB Meeting Minutes

1. PLACE, DATE AND TIME: 24 June 2015, 1330 hrs. (2nd Qtr. CY 15)

2. MEMBERS PRESENT

REQUIRED MBRS (AFI 90-501)	CURRENT MEMBER/POC	ATTENDANCE
87 ABW/CC	Col James Hodges	P
87 MDG/CC	Lt Col Joann Palmer (Representing Col Andrew Cole)	P
87 MSG/CC	Col Charles Kelm	P
87 ABW/CCC	CMSgt Phillip Robinson	A
87 ABW/HC	Col Walter Bean	P
87 ABW/JAG	Maj Mary Golden	P
87 ABW/PA	Ms. Angel Lopez	P
87 CES/CC	Mr. Chris Archer (Representing Lt Col Greg Morissette)	P
87 FSS/CC	Mr. Kevin Kaysing (Representing Lt Col Todd Randolph)	P
87 CPTS/CC	Lt Col Phelemon Williams	P
87 SFS/CC	Lt Col Patrick Steen	P
305 AMW/CC or Rep	Col Brian Ede (Representing Col John Price)	P
621 CRW/CC or Rep	Col James Copher	P
USAF EC/Rep	Col Jay Junkins	A
CAIB Exec Dir/IDS Chair	Ms. Lisa P Williams	
514 AMW/CC or Rep	Col Michael Underkofler	P
108 ANG WG/CC or Rep	Col Robert Meyer	A
Spouse Representative	Ms. Michelle Benwitz	P
Spouse Representatives	Ms. Stephanie Price	P
1 st Sgt Representative	1Sgt Senkle	A
87 ABW/PA	Maj Omar Villarreal	P
OPTIONAL ATTENDEES		
174 th IN BDE	LTC Jeff Zanelotti (Representing Col Michael Wawrzyniak)	P
305 AMW/CCC	CMSgt Dan North	P

305 AMW/IG	Lt Col Wiu Wade	A
305 OG	Mr. Mike Polmemus	A
621 CRW	Maj Dominic Cardella	A
87 ABW	Col Frederick Thadden	P
87 ABW/BO	Ms. Catherine MacLean	P
87 ABW/CD-A	COL Mark Towne	P
87 ABW/CD-N	Captain Christopher Fletcher	P
87 ABW/CVK	Ms. Mary Kierstead	P
87 ABW/HC	MSgt Ray King	A
87 ABW/IGI	Lt Col Eric Moomey	A
87 ABW/XP	Mr. Michael Stefani	P
87 AMDS/CC	Lt Col Daniel Lamar	P
87 CES/CD	Mr. Christopher Archer	P
87 CONS	Maj Aarti Puri	P
87 CPTS	CSMSgt Steven McMillan	A
87 CS	Maj James Straub (Representing Lt Col Thor Curcio)	P
87 DS	Lt Col Sheryl Kane	P
87 FSS	MSgt Ronald Smith	A
87 FSS- MFSC	Ms. Leona Rader	P
87 FSS- MFSC	Ms. Bettie Kuzmick	P
87 FSS- MFSC	Ms. Bobbie Seidel	P
87 LRS	Lt Col Justin Swartmiller	A
87 MDG	Capt Whitney Hasbrouck	P
87 MDG/CCC	CMSgt Joe Dunteman	A
87 MDG/MDOS	Maj Clayton Wilson	P
87 MDOS/CC	Lt Col Joann Palmer	P
87 MDOS/SGOW	Ms. Christina Pines	A
87 MDSS	Lt Col Heather Nelson	A
87 MDSS/SGOW	Ms. Tara Dick	A
87 MDSS/SGOW	Mr. Michael Taylor	P
87 MSG/CCC	CMSgt Kevin Craig	A
87 MSG/CD	Mr. Kevin Kaysing	P
87 SFS/AT	Mr. George Diorio	A
99 th RSC	Ms. Karen Walzer	A
99 th RSC-DES	Mr. Daniel LaLonde	A
ASA Dix	COL Shelley Balderson	P
ASA Dix	CSM Richard Anderson	A
Federal Correction Institute	Mr. Robert Hazlewood	A
MAG 49	Capt Jeffrey Dierling	P
NAVAIR	Mr. Mauricio Bomero	P

NOSC	CDR Boyd Decker	A
VR-64	CDR Todd Boland	A

3. AGENDA ITEMS:

3.1. Introduction of CAIB purpose and intent, agenda and membership (slides 2-3)
Mrs. Lisa Williams

3.2. Suicide Prevention (Slide 5-6)
Capt Whitney Hasbrouck
Dr Denise Horton

3.2.1 Statistical data was reviewed including JB MDL attempts and completions.

3.2.2 Mission Impact was reviewed including extensive time out of work when treated pre/post attempt and mixed reactions within units, to saves.

3.2.3 Contributing factors included: psychological disorders/genetics, high number of stressors (specific pattern of stressors differs across cases), and “more with less” mentality may contribute.

3.2.4 Current Action included implementation of new suicide prevention training, cross service/status collaboration for prevention on JBMDL and Suicide Prevention Wee in September

3.2.5 Recommendations to CAIB: champion early help seeking for any concerns and encouragement of leadership to monitor cohesiveness of units

3.2.6 Events for Suicide Prevention Week, in September were reviewed including a Suicide Prevention Guest Speaker on 10 September at 1000 and 1400hrs. The briefers challenged commanders to fill the Timmermann Center for both sessions.

3.3. Substance Abuse (Slide 7)
Capt Whitney Hasbrouck
Dr Denise Horton

3.3.1 Trends show alcohol as the number one drug of choice.

3.3.2 Prevention contacts were reviewed.

3.3.3 Mission Impact: Individuals with diagnosis out of deployment cycle for at least six months on average and AF/Army Guard/Reserve referral increases affect agency workload.

3.3.4 Contributing Factors include mental health/stress, changing mission tempo and binge behavior not recognized.

3.3.5 Current Action: collaborative efforts with SAPR/SHARP to reduce SA incidents, training additional techs for CADC certification in September and coordination with National Guard and Reserve.

3.3.6 Recommendations to CAIB included encouraging leadership to educate/monitor suspicious alcohol and drug use of members and increase prevention and education in units with incidents.

3.4 Family Advocacy (Slides 9-10)

Mr. Michael Taylor

3.4.1 JB MDL statistics (referrals and by branch information) show no real trends.

3.4.2 Mission Impact: Approximately 10 hours minimum away from mission monthly for each individual in the family. Average family Advocacy cases are open 6-12 months.

3.4.3 Contributing Factors: Alcohol, communication issues, and social/media/technology are the top factors indicated from cases.

3.4.4 Current Action: Continue the prevention classes and new classes offered throughout the year based on need or request; continue marketing of prevention programs throughout JB MDL and continue to partner with IDS agencies on events and training.

3.4.5 Recommendations to CAIB: Request commands to allow and encourage participation in prevention programs and classes and to refer families to Family Advocacy Strength Based Therapy (FAST) program to allow them to get help before things escalate to domestic violence incident.

3.5 Sexual Assault Prevention (Slide 11-12)

Ms. Mary Kierstead

3.4.1 JBMDL trends include: Data was reviewed with an update since submission of slide, of an additional report. Alcohol involvement from either alleged perpetrator or victim was indicated in 90% of AF JB DML cases as was some sort of sexual harassment prior to assault. The Army is showing the same trend. 90% of the cases reported happened in another duty location not affiliated with JB MDL.

3.4.2 Mission Impact: Clients area way from work due to interviews, appointments with legal counseling etc... and case management typically runs 6-18 months with investigations lasting 3-6 months on average.

3.4.3 Contributing Factors: Alcohol use by the victim or accused and sexual harassment has shown to be contributing factors.

3.4.4 Current Action: Collaborative efforts are being made with ADAPT/ASAP on training regarding the ways alcohol effects decision making and annual SAPR training identifying sexual harassment behaviors leading to sexual assault.

3.4.5 Recommendations to CAIB: Utilization of Team Teal for training identifying sexual harassment behaviors leading to sexual assault and identifying focus areas for marketing and training.

3.4.5.1 Both 72nd FA BDE and 305 AMW have utilized Team Teal

3.6 Chapel (Slide 13-14)

Lt Col Walter Bean

3.6.1 Unit visitation and counseling trends were discussed with general guidance being the highest trend for counseling. Visitation will be impacted due to staff issues during the PCS season.

3.6.2 Chapel attendance for Catholic, Traditional, Gospel and Contemporary services were provided.

3.6.3 Outreach focus: singles and dorm dwellers at the Fire House, marriage care and singles retreats, National Prayer Breakfast and religious services.

3.6.4 Hot items included singles outreach at the Firehouse, marriage and singles retreats and religious services.

3.7 Military & Family Support Centers (Slide 16)

Ms. Bobbie Seidel

3.7.1 A comparison was made and discussed regarding the amount of emergency financial assistance and participation in financial workshops. From January to May 2015, over \$85,000 was distributed from Air Force Aid, Navy Marine Corps Relief Society and Army Emergency Relief yet participation in the helping classes, barring those which are mandatory or provide free items such as Bundles for Babies, is very low.

3.7.2 Mission Impact: Financial issues may contribute to loss of security/job, distraction from the mission, increased stress, family problems and harmful behaviors. Corrective action may be more time consuming than preventative education of knowledge of resources.

3.7.3 Contributing Factors: Finances are not typically a concern until there is a problem and time is not set aside for Financial Education other than mandatory workshops or where a free gift is given.

3.7.4 Current Action: Briefings for commanders, senior leadership, at MFSC events, classes and workshops on the Military Life Cycle (MLC) which focuses on transition and preparation from early in the career until separation or retirement. Additionally, rebrand MFSC financial classes, workshops and events while partnering with community partners.

3.7.5 Recommendations to CAIB: Active implementation of the MLC regarding budget for FDS, relocation and deployment and best practice for Commands to track participation at MLS key career points.

3.8 Health Promotion (Slides 17-22)

Ms. Linda Gavriellov (Health Promotion Dietitian)

3.8.1 An explanation of the Military Nutrition Environment Assessment Tool was provided, the score cards and the local strategy plan. The average m-NEAT score, for JB MDL, was 64% indicating partially supportive environment. Vending (refrigerated and non-refrigerated) and worksite were the lowest scores, varying from 25%-38% and DFAC and Community were the highest at 100% and 99% respectively.

3.8.2 The working group consists of Fitness Center, Food Facility Leaders, First Shirt representation, AAFES, DeCA, FSS, Combat Services Support Flight and is chaired by HP registered Dietitian and co-chaired by HP Manager.

3.8.3 The Action Plan for each of the following areas was discussed: Fitness Center, Worksite, Vending, DECA, and DFAC.

3.9 Community Action Plan Outcomes (Slides 23-25)

3.9.1 Joint Base all services newcomer orientation: managed by M&FSC was launched in January 2015- green.

3.9.2 "Purple" Program Consultation for incoming Command Teams completed in conjunction with Public Affairs- green. Schedule for 2015 is coordinated with Public Affairs.

3.9.3 Targeted marketing efforts to include mass distribution of "Purple JB MDL Base Guides to targeted locations such as dorms/barracks, billeting, United Communities and helping agencies: ensure that books are available installation wide and marketed that it can be accessed on the website- green

3.9.4 Creation of a single parent resource group for mutual support, collaboration, information, education and empowerment: Management by M&FSC and implemented in January 2015- green.

3.9.5 "MWR Crawl" for new single Service members: managed by M&FSC and have funding issues and challenges. CAF funds for FY15 are earmarked to support.

3.9.5.1 Tentative start date will be fall 2015- yellow.

3.9.6 Equipment/furniture for Common areas in Barracks/Dorms: funds transferred to CES for purchasing dorm/barracks furnishings- green.

3.9.7 Continued support of current available programs- green

3.9.7.1 Elections were held on 9 June and board positions have been filled

3.9.7.2 Funds for single service members' retreats through the chapel were funded.

3.9.8 JB MDL Military Life Cycle Preparation for Transition- preparation for transitions throughout military career: Funds provided to M&FSC to support- green.

3.9.9 Civilian total workforce engaged, healthy and productive- Support and encouragement for attendance in resilience initiatives

3.9.9.1 Civilian Workgroup Subcommittee has been formed- green

3.9.9.2 Resilience trainings and events are marketed with encouragement to participate for the civilian population. - green

3.9.9.3 Civilian Resource Fair- yellow

3.9.10 Aggressive marketing, in conjunction with Resilience Pathways, of benefits of pre-hab vs. re-hab: continued support from the IDS helping agencies- green.

3.9.11 Awareness support throughout the Deployment cycle: coordinated and collaborative deployment resources and information awareness-raising information, and outreach campaign through all phases of a family's deployment cycle, complemented with specialized use of existing events to support vulnerable families, partnering with

sister services, National Guard and Reserve for comprehensive information and support services and deployment support of “Vulnerable” demographics.

3.9.11.1 Working Group IDS Sub Committee formed- green.

3.9.11.2 Workgroup consensus was that Military One Source was the best option and to push marketing appropriately and educate availability of programs and services. Additionally, putting together a consolidated resource sheet for program managers would be helpful and MOS has taken the lead on this- green.

3.9.11.3 Both National Guard and Reserve units represented liked the idea of an information magnet much like the Joint Base Helping Agency magnets. Magnet information has been completed and will go to the publisher- green.

3.10 Military Family Action Plan Conference (MFAP AKA CfP) (Slides 26-34)

3.10.1 The MFAP Conference was held in May with over 100 personnel participating inclusive of AD, NG and Reserve military of all service branches, family members, civilians and retirees, volunteer staffers and Subject Matter Experts.

3.10.2 Information on open Military Family Action Plan Issues, was provided.

3.10.3 Issues marked for elevation to MAJCOM/MACOM level were reviewed with primary proponents noted. These included: Dual military sharing Leave, Teen/tween resilience curriculum, and AF Education Center no longer providing proctored testing services for non-approved AF exams. Three additional issues related to Exceptional Family Member program issues including standardizing the EFMP across all military branches, the referral access during PCS with EFM ad base stabilization options for members with complicated EFM during transition to adulthood.

3.10.4 Nineteen issues are installation specific and focused on programs and services with transitioning service members, childcare, housing, Wingate Travel, rehoming pets during deployment, safety, outdoor pool availability, Tommy Bs reservation process and Fitness Centers. Of particular note was the issue of healthy eating options across JB MDL which aligned with m-NEAT results and the availability of a coffee house/cybercafé not affiliated with non-alcoholic locations (i.e.: Pudgies).

3.10.5 Updates will be provided quarterly at CAIB meetings.

3.11 Comprehensive Fitness Funds-FY15 (Slides 35-36)

3.11.1 The spending plan for Comprehensive Fitness Funds was discuss and concurred by CAIB members.

3.11.2 116k was provided to JB MDL for support of Community Action Plan initiatives and funding plan was tied to the 2014 CAP.

3.12 IDS Event Collaborations (Slide 37)

3.12.1 An overview of recent collaborative efforts was provided to include: STEM Expo, Military Family Action Plan Conference, Job and Education Expo, and Relaxation classes.

3.13 JB MDL Roll Up (Slide 38)

3.13.1 A roll up of areas of concern was briefed with the top issue being the idea of “Prehab vs Rehab” and encouragement of commands to endorse and encourage personnel attendance in preventative classes.

3.13.2 Concurrence of the mNeat

3.13.3 CAF funding concurrence

3.13 Commander’s Comments and Round Table

3.13.1 2015 CAIB dates were provided

3.13.2 Air Force ADLS CBT “Community Action Information Board and Integrated Delivery System Training” requirement was reiterated.

3.13.3 Introduction of Back-Up slides was provided and briefly discussed, to include: AF Suicide Prevention Program Checklist updates, mNeat back up slides, Joint Services Additionally the initial orientation slide deck for CAIB and the long range significant events calendar were provided.

Meeting adjourned at 1435. The next meeting will be held on 23 September 2015 at 1330hrs

X Lisa P. Williams

Lisa P. Williams

Community Support Coordinator/CAIB Executi...

Signed by: WILLIAMS.LISA.P.1116342754

Attachments:

1. Slides